



Shire of
Perenjori
Embrace Opportunity

Shire of Perenjori – Ordinary Council Meeting

AGENDA

Thursday 28 August 2025



NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member,

The next Ordinary Meeting of the Shire of Perenjori will be held on Thursday 28 August 2025 in the Shire of Perenjori Council Chambers, Perenjori WA 6620, commencing at 3.00 pm.

A handwritten signature in black ink, appearing to read 'C. Strugnell', is positioned above the printed name.

Clinton Strugnell

CHIEF EXECUTIVE OFFICER

Date: 22 August 2025

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Council Roles

Advocacy:

When Council advocates on its own behalf or on behalf of its community to another level of government / body / agency.

Executive/Strategic:

The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Legislative:

Includes adopting local laws, town planning schemes and policies.

Review:

When Council reviews decisions made by Officers.

Quasi-Judicial:

When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.

Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g.: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Disclaimer

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

Shire of Perenjori

Agenda for the Shire of Perenjori Ordinary Meeting of Council to be held on Thursday 28 August 2025, at the Shire of Perenjori Council Chambers, Perenjori WA 6620, commencing at 3.00 pm.

1. Declaration of Opening/Acknowledgement of Traditional Custodians/Audio Recording:

The Shire President to declare the meeting open and welcome those in attendance.

In accordance with r.14I of the *Local Government (Administration) Regulations 1996*, this meeting will be recorded and made publicly available on the Shire's website, with publication of meeting minutes.

Acknowledgement of Traditional Custodians: -

As per the Shire of Perenjori Policy (N° 1021) we wish to acknowledge the traditional owners of the land upon which the Shire of Perenjori is situated and to demonstrate respect for the original custodians.

I respectfully acknowledge the past and present traditional owners of the land on which we are meeting, the Badimia people. It is a privilege to be standing on Badimia country.

2. Opening Prayer/Acknowledgement of Pioneers:

The Shire President to read the opening prayer.

Acknowledgement of Pioneers;

I acknowledge the pioneers who settled this country, developed the land and turned it into the productive country we know today.

3. Disclaimer Reading:

As printed.

4. Record of Attendance/Apologies/Leave of Absence:

4.1 ATTENDANCE:

Elected Members:

Staff:

Distinguished Visitors:

Members of The Public:

Leave of Absence:

Cr Colin Bryant

Apologies:

5. Public Question Time:

5.1 RESPONSE TO QUESTIONS TAKEN ON NOTICE:

Insert Response

5.2 QUESTIONS WITHOUT NOTICE:

Insert Question

6. Applications for Leave of Absence:

6.1 APPLICATION/S FOR LEAVE OF ABSENCE:

OFFICER RECOMMENDATION

Council Resolution Number:

Moved:

Seconded:

That _____ be granted leave of absence for the meeting of _____

Motion put and carried / lost

For:

Against:

7. Confirmation of Minutes of Previous Meetings:

7.1 ORDINARY COUNCIL MEETING HELD ON 24 JULY 2025

OFFICER RECOMMENDATION

Council Resolution Number:

Moved:

Seconded:

That the Minutes of the Ordinary Meeting of Council held on 24 July 2025, be confirmed as true and correct subject to no / the following corrections.

Motion put and carried / lost

For:

Against:

[Next Item](#)



Shire of
Perenjori
Embrace Opportunity

Shire of Perenjori – Ordinary Council Meeting

MINUTES

Thursday 24 July 2025



NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member,

The next Ordinary Meeting of the Shire of Perenjori will be held on Thursday 24 July 2025 in the Shire of Perenjori Council Chambers, Perenjori WA 6620, commencing at 3.00 pm.

A handwritten signature in black ink, appearing to read 'Paul Anderson', is positioned above the printed name.

Paul Anderson

CHIEF EXECUTIVE OFFICER

Date: 18 July 2025

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Council Roles

Advocacy:

When Council advocates on its own behalf or on behalf of its community to another level of government / body / agency.

Executive/Strategic:

The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Legislative:

Includes adopting local laws, town planning schemes and policies.

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Disclaimer

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Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

Shire of Perenjori

Minutes for the Shire of Perenjori Ordinary Meeting of Council held on Thursday 24 July 2025, at the Shire of Perenjori Council Chambers, Perenjori WA 6620.

1. Declaration of Opening/Acknowledgement of Traditional Custodians/Audio Recording:

The Shire President declared the meeting open and welcomed those in attendance at 3.03pm.

In accordance with r.14I of the *Local Government (Administration) Regulations 1996*, this meeting will be recorded and made publicly available on the Shire's website, with publication of meeting minutes.

Acknowledgement of Traditional Custodians: -

As per the Shire of Perenjori Policy (N° 1021) we wish to acknowledge the traditional owners of the land upon which the Shire of Perenjori is situated and to demonstrate respect for the original custodians.

I respectfully acknowledge the past and present traditional owners of the land on which we are meeting, the Badimia people. It is a privilege to be standing on Badimia country.

2. Opening Prayer/Acknowledgement of Pioneers:

The Shire President read the opening prayer.

Acknowledgement of Pioneers;

I acknowledge the pioneers who settled this country, developed the land and turned it into the productive country we know today.

3. Disclaimer Reading:

As printed.

4. Record of Attendance/Apologies/Leave of Absence:

4.1 ATTENDANCE BY ELECTRONIC MEANS:

PROCEDURAL MOTION

Council Resolution Number: 240725.1

Moved: Cr Bradford Seconded: Cr Bryant

That Council, in accordance with regulation 14c of the *Local Government (Administration) Regulations 1996* approve Councillor Fraser to attend the 24 July 2025 Ordinary Meeting of Council by electronic means.

Motion put and carried by Absolute Majority 6/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

4.2 ATTENDANCE:

Members:	Cr Jude Sutherland (President) Cr Les Hepworth (Deputy President) Cr Daniel Bradford Cr Colin Bryant Cr Andrew Fraser (Electronic Means) Cr Brian Campbell Cr Dael Sparkman
Staff:	Paul Anderson (Chief Executive Officer) Ally Bryant (Finance Manager) Marty Noordhof (Manager Infrastructure Services) Chloe Heard (Finance Officer)
Distinguished Visitors:	Nil
Members of The Public:	Paddy King
Leave of Absence:	Nil
Apologies:	Nil

5. Public Question Time:

5.1 RESPONSE TO QUESTIONS TAKEN ON NOTICE:

Nil

5.2 QUESTIONS WITHOUT NOTICE:

Nil

6. Applications for Leave of Absence:

6.1 APPLICATION/S FOR LEAVE OF ABSENCE:

COUNCIL DECISION

Council Resolution Number: 240725.2

Moved: Cr Hepworth Seconded: Cr Sparkman

That Cr Bryant be granted leave of absence for the meeting of 28 August 2025.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

7. Confirmation of Minutes of Previous Meetings:

7.1 ORDINARY COUNCIL MEETING HELD ON 19 JUNE 2025

COUNCIL DECISION

Council Resolution Number: 240725.3

Moved: Cr Bryant Seconded: Cr Campbell

That the Minutes of the Ordinary Meeting of Council held on 19 June 2025, be confirmed as true and correct subject to no corrections.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

8. Announcements by Presiding Member Without Discussion:

The Shire President congratulated Chief Executive Officer, Paul Anderson on receiving the Eminent Service Award at the 2025 WALGA Local Government Awards.

9. Petitions/Deputations/Presentations:

Nil

10. Announcements of Matters for Which Meeting May Be Closed:

Nil

11. Declaration of Interest:

11.1 INTEREST – CR BRADFORD, ITEM 12.4

Cr Bradford declared an impartiality interest in item 12.4 Request for Financial Support – Carnamah/Perenjori Football Club Junior Goals due to impartiality. Cr Bradford left the room at 3.09pm and did not partake in the discussion or voting of the item. Cr Bradford returned to the room at 3.15pm.

12. Finance:

12.1 MONTHLY FINANCIAL REPORT – 30 JUNE 2025

Applicant:	Shire of Perenjori
File:	ADM 0082
Report Date:	24 July 2025
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Ally Bryant – Finance Manager
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	12.1.1 - Monthly Statement of Financial Activity for 30 June 2025

Summary

This item recommends that Council receives the Financial Activity Statements for the periods ending 30 June 2025.

Background

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare a Monthly Statement of Financial Activity.

Recent changes to the Regulations require a focus on reporting and variance analysis by nature and type rather than by program. The Shire's reports have historically been prepared by both nature and type and program with the variance analysis done by program. All reports for 2024-25 to date have been prepared by both nature and type and program, but with the variance analysis being done by nature and type in compliance with the revised Regulations.

Statutory Environment

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare a Monthly Statement of Financial Activity.

Policy Implications

Nil

Consultation

Nil

Financial Implications

Shown in the attached data.

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

Strategic Objectives

4.6. The organisation, assets and finances of the Shire are managed responsibly

Officer Comment

The audited opening surplus for the 2024-25 financial year is \$3,170,411. As previously advised, this surplus is notionally deceiving as the State Government transferred 85% of its 2024-25 financial assistance grants (totalling \$2.496m) to the Shire in June 2024.

Operating revenue YTD is \$9,116,231 over YTD budget by \$1,783,157.

Operating expenditure YTD is \$12,220,845 under YTD budget by \$1,516,815.

Key variances between the YTD budget and actuals are explained in the attached report on pages 2-3.

It is to be noted that the June financials are not yet completed as depreciation, allocations and accruals have not yet been finalised for the end of financial year. June financials remain open until the finalisation of the year end audit.

COUNCIL DECISION

Council Resolution Number: 240725.4

Moved: Cr Bradford

Seconded: Cr Bryant

That the Monthly Financial Report to 30 June 2025 as attached be received.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

[Next Item](#)

12.2 SCHEDULE OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 JUNE 2025

Applicant:	Shire of Perenjori
File:	ADM 0082
Report Date:	24 July 2025
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Gypsie Douglas – Finance Officer
Responsible Officer:	Ally Bryant – Finance Manager
Attachments:	12.2.1 - Accounts for Payment 30 June 2025 12.2.2 – Corporate Credit Card Statement & Breakdown (NAB)

Summary

Council is presented the list of payments made from the Municipal, Trust and Reserve Accounts under delegation since the last Ordinary Council Meeting.

Background

Council delegates authority to the Chief Executive Officer annually:

To make payments from Trust, Reserve and Municipal Fund;

To purchase goods and services to a value of not more than \$250,000;

Statutory Environment

Local Government Act 1995

S6.5. Accounts and records

Local Government (Financial Management) Regulations 1996

R11. Payments, procedures for making etc.

R12. Payments from municipal fund or trust fund, restrictions on making

(1) A payment may only be made from the municipal fund or the trust fund —

(a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or

(b) otherwise, if the payment is authorised in advance by a resolution of the council.

(2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

S13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

(a) the payee's name; and

(b) the amount of the payment; and

(c) the date of the payment; and

(d) sufficient information to identify the transaction.

(2) A list of accounts for approval to be paid is to be prepared each month showing —

(a) for each account which requires council authorisation in that month —

(i) the payee's name; and

(ii) the amount of the payment; and

(iii) sufficient information to identify the transaction; and

(b) the date of the meeting of the council to which the list is to be presented.

(3) A list prepared under sub-regulation (1) or (2) is to be —

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

Policy Implications

Nil

Council Policy Compliance

Payments are checked to ensure compliance with Council's Purchasing Policy Number 4007 – Procurement Policy.

Financial Implications

All payments are made in accordance with the adopted annual budget.

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.6. The organisation, assets and finances of the Shire are managed responsibly.

Consultation

Paul Anderson – Chief Executive Officer

Ally Bryant – Finance Manager

Officer Comment

Accounts paid for the month ending 30 June 2025

Municipal Account	
EFT 19025 - 19124	\$518,691.53
Direct Debits	\$79,842.05
Cheques	\$0.00
Corporate MasterCard	\$2,367.80
Bank Fees	\$ 100.29
Total	\$601,001.67

Trust Account – Mt Gibson Public Benefit Funds	
EFT – Transfer to another account (Close Term Deposit)	\$0.00
Cheques	\$0.00
Bank Fees	\$0.00
Total	\$0.00

Totalling **\$601,001.67** from *Municipal* and *Trust Accounts* for the month ending **30 June 2025**.

COUNCIL DECISION

Council Resolution Number: 240725.5

Moved: Cr Hepworth

Seconded: Cr Bradford

That the cheques and electronic payments as per the attached schedules of accounts for payment totaling \$601,001.67 (Six hundred and one thousand, and one dollar and sixty seven cents) be accepted.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

[Next Item](#)

12.3 ENTERPRISE RESOURCES PLANNING (ERP) SOFTWARE PROPOSAL

Applicant:	Shire of Perenjori
File:	ADM 0380
Date:	24 July 2025
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Author:	Nola Comerford – Manager Corporate and Community Services
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	Nil

Summary

For Council to consider proposals for an Enterprise Resources Planning (ERP) suite and ongoing annual licence fees.

Background

The Shire of Perenjori currently utilises corporate software, Synergy Soft, previously supplied by IT Vision and recently taken up by ReadyTech. The purpose of the change in software is that the current system has severe limitations in functionality and is scheduled for expiry by 2030, utilising the existing with nil upgrades.

The MCCS and Finance Manager have attended presentations of three separate ERP providers to ascertain the best ERP system in terms of value for money, functionality, customer support, and implementation plans.

Presentations and quotes were provided from the following providers:

- Council First
- Magiq Software
- ReadyTech

All three providers are included in the WALGA Preferred Supplier Directory and, as such, are exempt from the \$250,000 tender threshold as per Council Policy No. 4007 (*Clause 1.4.2*).

Statutory Environment

Local Government Act 1995

Policy Implications**Policy No. 4007 – Purchasing Policy****1.4.2 Table of Purchasing Thresholds and Practices****(1) Supplier Order of Priority**

The Shire will consider and apply, where applicable, the following Supplier Order of Priority:

Priority 1:	Existing Prequalified Supplier Panel or other Contract Current contracts, including a Panel of Prequalified Suppliers or contracted supplier, must be used where the Shire's supply requirements can be met through the existing contract. If the Shire does not have a current contract relevant to the required supply, then a relevant WALGA PSA is to be used.
Priority 2:	Local Suppliers Where the Purchasing Value does not exceed the tender threshold and a relevant local supplier is capable of providing the required supply, the Shire will ensure that wherever possible quotations are obtained from local suppliers permanently located within the District as a priority, and those permanently located within surrounding Districts as the second priority. If no relevant local supplier is available, then a relevant WALGA PSA may be used.
Priority 3:	Tender Exempt - WALGA Preferred Supplier Arrangement (PSA) Use a relevant WALGA PSA regardless of whether or not the Purchasing Value will exceed the tender threshold.

	<p>However, if a relevant PSA exists but an alternative supplier is considered to provide best value, then the CEO, or an officer authorised by the CEO, must approve the alternative supplier. Reasons for not using a PSA may include:</p> <ul style="list-style-type: none"> i. Local supplier availability (that are not within the PSA); or, ii. Social procurement – preference to use Aboriginal business or Disability Enterprise. <p>If no relevant WALGA PSA is available, then a relevant State Government CUA may be used.</p>
Priority 4:	<p>Tender Exempt - WA State Government Common Use Arrangement (CUA)</p> <p>Use a relevant CUA regardless of whether or not the Purchasing Value will exceed the tender threshold.</p> <p>However, if a relevant CUA exists, but an alternative supplier is considered to provide best value for money, then the proposed alternative supplier must be approved by the CEO, or an officer authorised by the CEO.</p> <p>If no relevant CUA is available, then a Tender Exempt <i>[F&G Reg. 11(2)]</i> arrangement may be used.</p>
Priority 5:	<p>Other Tender Exempt arrangement <i>[F&G Reg. 11(2)]</i></p> <p>Regardless of whether or not the Purchasing Value will exceed the tender threshold, the Shire will investigate and seek quotations from tender exempt suppliers, and will specifically ensure that wherever possible quotations are obtained from a WA Disability Enterprise and / or an Aboriginal Owned Business that is capable of providing the required supply.</p>
Priority 6:	<p><u>Other Suppliers</u></p> <p>Where there is no relevant existing contract or tender exempt arrangement available, purchasing activity from any other supplier is to be in accordance with relevant Purchasing Value Threshold and Purchasing Practice specified in the table below.</p>

Consultation

Paul Anderson – Chief Executive Officer

Ally Bryant – Finance Manager

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.6. The organisation, assets and finances of the Shire are managed responsibly.

Financial Implications

Council have budgeted \$75,000 over the past two financial years for implementation of payroll software through SynergySoft-adjacent program, Altus. However, due to supplier changeover from IT Vision to ReadyTech and the uncertainty of the future of SynergySoft and the software supply, purchase of this software was put on hold. Altus has since been discontinued. Council currently pays annual SynergySoft charges of \$47,000.

Of the total implementation budget of \$153,425, \$53,425 is required for the 2025/26 annual budget, with remaining payments scheduled for 2026/27 (\$70,000) and 2027/28 (\$30,000).

Following is the implementation pricing summary and proposed payment schedule:

- Annual Licence Fee
 - \$53,425 payable on commencement of migration
- Implementation fees
 - \$53,425 payable on commencement of migration
 - \$70,000 payable 1 July 2026
 - \$30,000 payable 1 July 2027

Council has anticipated 2024/25 closing IT reserves of \$310,405.

Officer Comment

The MCCA and Finance Manager undertook an assessment process to ascertain the best ERP provider to provide the best services for the Shire.

Presentations of software systems were delivered by the following suppliers, with the table below showing a comparison of inclusions in the software. It should be noted that Magiq Software are the only supplier with a full range of services. Council First and ReadyTech have modules or part modules that require delivery from other suppliers.

ERP REPLACEMENT COMPARISON						
	Council First	Comments	ReadyTech	Comments	Magiq	Comments
Annual Licence Fee	\$60,407.00	CPI annual increase	\$66,012.00	CPI + 1% annual increase	\$55,000.00	CPI annual increase
Records annual Licence Fee	\$15,120.00		\$18,000.00	Not avail via ReadyTech estimate via	\$0.00	Included in annual licence
Monthly Licence - approx calculated per user	\$27,960.00		\$0.00	Included in annual licence	\$0.00	Included in annual licence
Rates GIS Mapping licence	\$2,400.00		not included	Not avail via ReadyTech require another supplier	\$0.00	Included in annual licence
Step2 Payroll submissions	Not included	Step2 Payroll Reporting require another provider	\$0.00	Included in annual licence	\$0.00	Included in annual licence
Implementation Charges	\$154,160.00		\$0.00		\$153,425.00	
Records Implementation	\$47,000.00		\$40,000.00	Not avail via ReadyTech estimate via another supplier	\$0.00	Included in above implementation charges
Rates Mapping implementation	\$0.00		not included	Not avail via ReadyTech require another supplier	\$0.00	Included in above implementation charges
Total Year 1	<u>\$307,047.00</u>		<u>\$124,012.00</u>		<u>\$208,425.00</u>	
Costs over 5 year period assuming 3% CPI						
1st Year	\$307,047.00		\$124,012.00		\$208,425.00	
2nd Year	\$109,063.00		\$87,372.00		\$56,650.00	
3rd Year	\$112,335.00		\$90,867.00		\$58,349.00	
4th Year	\$115,705.00		\$93,593.00		\$60,100.00	
5th Year	\$119,176.00		\$97,337.00		\$61,903.00	
	<u>\$763,326.00</u>		<u>\$493,181.00</u>		<u>\$445,427.00</u>	
*Council First and Magic increase annually by CPI. Ready Tech CPI plus 1%						

COUNCIL DECISION

Council Resolution Number: 240725.6

Moved: Cr Bryant

Seconded: Cr Hepworth

That Council:

1. Endorse the proposal from Magiq Software Limited for \$153,425 (one hundred and fifty three thousand, four hundred and twenty five dollars) ex GST, for the implementation of Magiq Software Enterprise Resources Planning (ERP) solution and ongoing annual licence fee of \$55,000 (fifty five thousand dollars) ex GST, subject to annual CPI adjustment.

AND

2. Authorise the Chief Executive Officer to sign an agreement with Magiq Software for Enterprise Resources Planning software implementation and subscription service.

Motion put and carried by Absolute Majority 7/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

[Next Item](#)

Cr Bradford left the meeting at 3.09 pm.

Cr Bradford returned to the meeting at 3.15 pm.

12.4 REQUEST FOR FINANCIAL SUPPORT – CARNAMAH/PERENJORI FOOTBALL CLUB JUNIOR GOALS

Applicant:	Carnamah/Perenjori Football Club
File:	ADM 0638
Date:	24 July 2025
Disclosure of Interest:	Cr Bradford – Impartiality Interest
Voting Requirements:	Absolute Majority
Author:	Marty Noordhof – Manager Infrastructure Services
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	12.4.1 – Quote for Goal Posts 12.4.2 – Design Drawing of Goal Posts and Footings

Summary

This item seeks Council's consideration of a funding request from the Carnamah/Perenjori Football Club to replace the junior goal posts at Perenjori Oval following a recent safety incident.

Background

The Carnamah/Perenjori Football Club, on behalf of the Nippers Coach Daniel Bradford, has submitted a request for financial assistance to replace the existing nipper goal posts at the Perenjori Oval. The request follows a recent incident on 28 June 2025, during which a young nipper player was struck on the head by a falling goal post. While the injury was minor, the event has raised safety concerns regarding the stability and suitability of the current equipment.

Statutory Environment

Local Government Act 1995 (WA)

- Section 2.7 – *Role of the Council*: Includes responsibility for determining local government policies, including the allocation of financial resources to community initiatives and infrastructure.
- Section 3.1 – *General Function*: Empowers the local government to provide for the good governance of the district, which includes supporting community groups and ensuring the safety of public infrastructure.
- Section 6.8 – *Expenditure from Municipal Fund*: Requires that any expenditure not included in the adopted annual budget be authorised by absolute majority or be included in a budget amendment.

Occupational Safety and Health Act 1984 (WA) / Work Health and Safety Act 2020 (WA)

- Although the Football Club is the immediate operator, the Shire may share some responsibility in ensuring safe use of public spaces and facilities, including sportsgrounds. The incident involving the falling goal post raises considerations under duty of care principles.

Civil Liability Act 2002 (WA)

- Addresses the duty of care owed by occupiers of public land (including the Shire) and could be relevant in cases of injury resulting from unsafe or poorly maintained facilities.

Australian Standards (AS 4866.1 and AS 4866.2) – Playing Field Equipment – Football Goal Posts

- While not legislation, compliance with relevant Australian Standards for the design, installation, and maintenance of sporting equipment would be expected as part of a responsible risk management approach.

Policy Implications

Policy 1011 – Donations and Grants

Consultation

Adim Hajat - Community Development Officer

Ally Bryant- Finance Manager

Daniel Bradford – Nippers Coach

Tim McKenzie – Secretary Carnamah/Perenjori football Club

Financial Implications

This request represents unbudgeted expenditure for the 2025–2026 financial year. Should Council resolve to support the purchase of the new goal posts, either in full or in part, it is recommended that funds be sourced from the Youth Activities Account, given the direct benefit to junior sport and community youth engagement.

The cost of the Goal posts from Bardfield Engineering is \$4300 + GST, with installation NOT included. (See attached quote)

Strategic Community Plan

Goal 1: An inclusive community and a great place to live for all ages and stages of life

1.2. Community life is enhanced and nurtured with well supported clubs, community groups, and essential volunteer-based services

Officer Comment

The club proposes to upgrade to a new set of removable nipper goal posts, consistent with those used by other clubs in the North Midlands Football League (NMFL). These posts are designed to be safely inserted and removed on game days, reducing the risk of future incidents.

The club is seeking financial support from the Shire to assist with the purchase and installation of the new goal posts.

Considerations:

- Enhances player safety, particularly for young children
- Minimises risk of injury and potential liability
- Supports community sport and youth participation

PROCEDURAL MOTION

Council Resolution Number: 240725.7

Moved: Cr Sparkman Seconded: Cr Hepworth

That Council suspend Standing Orders, *Clause 9.5 Limitation on number of speeches*, at 3.09pm to allow for open discussion of Item 12.4.

Motion put and carried 6/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Fraser, Cr Campbell

Against: Nil

PROCEDURAL MOTION

Council Resolution Number: 240725.8

Moved: Cr Bryant Seconded: Cr Sparkman

That Council resume Standing Orders at 3.14pm.

Motion put and carried 6/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Fraser, Cr Campbell

Against: Nil

OFFICER RECOMMENDATION

That Council:

- 1. Fully fund the request from the Carnamah/Perenjori Football Club for the purchase and assist with installation of goal posts as per the provided quote.**

OR

- 2. Partially Fund the Request from the Carnamah/Perenjori Football Club with a __% contribution and assist with installation as per the attached quote.**

COUNCIL DECISION

Council Resolution Number: 240725.9

Moved: Cr Sparkman

Seconded: Cr Bryant

That Council:

- 1. Fully fund the request from the Carnamah/Perenjori Football Club for the purchase and assist with installation of goal posts as per the provided quote.**

Motion put and carried by Absolute Majority 6/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Fraser, Cr Campbell

Against: Nil

[Next Item](#)

13. Community Development and Services:

13.1 ACCEPTANCE OF THE COMMUNITY LETTER ON OPTIONS FOR LATHAM HALL

Applicant:	Shire of Perenjori
File:	ADM 0183
Date:	24 July 2025
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Adim Hajat – Community Development Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	13.1.1 – Quote Alternative Ceilings Latham Hall

Summary

For Council to receive the letter concerning the options to retain Latham Hall from community members.

Background

A Latham Hall Community Survey was distributed, and the results were received at the Ordinary Meeting of Council on the 2 October 2024. The Council recommended that they invite community members to discuss Latham Hall which was held at the Latham Community Centre on the 13 February 2025. The responses at the community meeting were received and recorded.

Council advised that it postpone its decision to allow more members in the community to submit ideas and recommendations concerning Latham Hall.

A combined letter was recently received from Elaine King, Maureen MacManus and Kerry Foote on the 2 July 2025. A quote for the ceiling works from Alternative Ceilings from Wongan Hills was also received with the letter.

*Elaine King
P o Box 77,
Perenjori WA 6620*

*Shire of Perenjori
Post Office Box 22
Perenjori WA 6620.*

Dear Paul (CEO), Jude, and Councillors.

Re the Latham Hall.

I am against the Latham Hall being Demolished and would like some answers to why the hall has not been maintained so it is usable. Clearly

with the lack of maintenance, it will deteriorate. What have the building inspection committee been doing?

From the meeting in February, the report of \$75,000 was listed for maintenance to the hall, this was reported as transferred to another project. Was there an allowance made in the following years Budget to replace these funds so some funding is available (budgeted for) to carry out maintenance.

With the added cost of the maintenance required at present--

I/we would like to apply for the funds from The Mount Gibson Benefit Fund, held in the Shire for Community Projects be directed to Restore the Latham Hall to a usable condition, so when the need arises the Latham people can have a venue of size to use. Latham after all is part of the Perenjori Shire and deserve the same degree of services as other parts of the shire.

Thank you for considering this and thank you for your time.

Regards

*Elaine King
Maureen MacManus
Kerry Foote (Past Resident)*

Statutory Environment

Local Government Act 1995

Section 2.7(2) Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.

Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

Policy Implications

Nil

Consultation

Paul Anderson – Chief Executive Officer

Nola Comerford – Manager Corporate and Community Services

Financial Implications

The Mount Gibson Benefit Fund is no longer available.

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community

4.1. The community is well-informed and engaged

4.2. The Shire listens to and works closely with the community and its decision-making is transparent and accountable

4.3. The Shire advocates and partners effectively on behalf of the community

4.5. People receive a high standard of customer service in their dealings with the Shire

4.6. The organisation, assets and finances of the Shire are managed responsibly

Officer Comment

The sustained community consultation process demonstrates Council's approach to ensure that effective management and responsibility is achieved in an accountable manner that impacts on the future of Latham Hall.

COUNCIL DECISION

Council Resolution Number: 240725.10

Moved: Cr Hepworth Seconded: Cr Campbell

That Council:

- 1. Notes the combined letter and quote from Elaine King, Maureen MacManus and Kerry Foote received via email on the 2 July 2025 regarding options for Latham Hall; and**
- 2. Advises that the information will be taken into consideration in Council's deliberation regarding the future of Latham Hall.**

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

[Next Item](#)

13.2 QUARTERLY REPORT – COUNCIL PLAN

Applicant:	Shire of Perenjori
File:	ADM 0618
Date:	24 July 2025
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Nola Comerford – Manager Corporate and Community Services
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	13.2.1 – Quarterly Report – Council Plan

Summary

For Council to consider endorsement of the Strategic Community Plan/Corporate Business Plan (Council Plan) quarterly report.

Background

Council adopted the Strategic Community Plan and Corporate Business Plan (Council Plan) at the August 2022 Ordinary Council Meeting.

Section 5.56(1) of the *Local Government Act 1995* requires all local governments to have a plan for the future of the district, and under the Local Government (Administration) Regulations 1996, all local governments are required to have adopted two key documents – a Strategic Community Plan and a Corporate Business Plan. Together these documents drive the development of the local government's budget.

The Integrated Planning and Reporting Framework and Operational Guidelines (2016) issued the Department of Local Government, Sport and Cultural Industries (DLGSC), which guide the Strategic Community Plan and Corporate Business Plan process, require that regular monitoring and reporting of these plans are undertaken. Quarterly updates form part of this key reporting process.

Statutory Environment

Local Government Act 1995 s5.56:

5.56 Planning for the future

(1) A local government is to plan for the future of the district.

(2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Local Government (Administration) Regulations 1996

(3) A local government is to review the current strategic community plan for its district at least once every 4 years.

Policy Implications

Nil

Consultation

Paul Anderson – Chief Executive Officer
Marty Noordhof – Manager Infrastructure Services
Ally Bryant – Finance Manager
Adim Hajat – Community Development Officer

Financial Implications

The cost of projects and actions contained within the Quarterly Report are as per the Annual Budget 2024/25.

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.
4.6. The organisation, assets and finances of the Shire are managed responsibly.

Officer Comment

The Quarterly Report is designed to provide information on the progress and milestones of key goals in the Council Plan 2022-2032.

PROCEDURAL MOTION

Council Resolution Number: 240725.11

Moved: Cr Bradford Seconded: Cr Sparkman

That Council suspend Standing Orders, *Clause 9.5 Limitation on number of speeches*, at 3.16pm to allow for open discussion of Item 13.2.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

PROCEDURAL MOTION

Council Resolution Number: 240725.12

Moved: Cr Hepworth Seconded: Cr Bryant

That Council resume Standing Orders at 3.17pm.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

COUNCIL DECISION

Council Resolution Number: 240725.13

Moved: Cr Hepworth Seconded: Cr Bradford

That Council receives the achievements against the actions in the Quarterly Council Plan for the period ending 30 June 2025.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

[Next Item](#)

14. Governance:

14.1 HEAVY VEHICLE RAV APPLICATION – SALTBUSH CONTRACTING MULLEWA-WUBIN RD

Applicant:	Main Roads WA on behalf of Saltbush Contracting
File:	ADM
Date:	24 July 2025
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Marty Noordhof – Manager Infrastructure Services
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	Nil

Summary

This item seeks Councils' recommendation and provide input to Main Roads WA on an application received on behalf Saltbush Contracting wanting to operate Tri Drive AB triple and Tri Drive PBS A triple road trains on the section of Mullewa-Wubin Rd Between Perenjori-Rothsay Road and the Shire boundary to the North.

Background

Main Roads WA has received an application from Saltbush Contracting requesting to operate Tri Drive AB Triples (TD4.3) and PBS A Triple combinations (TD3B.3) on Mullewa-Wubin Road, from Perenjori-Rothsay Road to the northern Shire boundary.

As the proposed vehicles exceed the current mass and length of approved combinations, Main Roads has requested input from the Shire regarding potential impacts on road condition, safety, and community amenity before making a determination.

Statutory Environment

Main Roads Act 1930 (WA)

Road Traffic (Vehicles) Act 2012

Policy Implications

3007 – Policy for Assessing Applications to Operate Restricted Access Vehicles (RAV) on Shire of Perenjori Roads

Consultation

Paul Anderson – Chief Executive Officer
Heavy Vehicle Services – Main Roads WA

Financial Implications

Nil

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community

4.3 The shire advocates and partners effectively on behalf of the community.

Officer Comment

An application has been submitted by Saltbush Contracting seeking approval to operate both Tri Drive AB Triples (C-Trains) and Short A Triple combinations through the Perenjori townsite on the Mullewa-Wubin Road.

The TD4.3 combination (below) is functionally similar to existing configurations currently in operation, with the primary variation being the use of a Tri Drive prime mover in place of the existing Tandem Drive. These combinations have an overall length of 36.5 metres and a gross vehicle mass of approximately 124 tonnes in a single steer configuration—an increase of approximately 6 tonnes over current combinations.



The PBS TD3B.3 combination (below) is significantly larger, with an overall length of 42 metres and a gross mass of 147.5 tonnes in a single steer configuration, representing an increase of 29.5 tonnes compared to current approved configurations.



These combinations are proposed to operate along routes that include the Perenjori townsite, and while the relevant Shire roads are already approved for both vehicle classes, the proposed increase in mass and length introduces several key considerations:

Considerations:

- Increased length and mass of vehicles travelling through the Perenjori townsite.
- Potential for a reduction in overall vehicle movements due to increased payload capacity.
- Likely increase in transverse forces at intersections Particularly the Mullewa-Wubin Road and Perenjori-Rothsay Road, during turning movements, which may accelerate pavement wear.

It is important to note that while this feedback forms part of the assessment process, the final decision to approve or decline the application rests with Main Roads Western Australia (MRWA) and may not necessarily align with the recommendation provided.

PROCEDURAL MOTION

Council Resolution Number: 240725.14

Moved: Cr Bradford Seconded: Cr Sparkman

That Council suspend Standing Orders, *Clause 9.5 Limitation on number of speeches*, at 3.18pm to allow for open discussion of Item 14.1.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

PROCEDURAL MOTION

Council Resolution Number: 240725.15

Moved: Cr Hepworth Seconded: Cr Sparkman

That Council resume Standing Orders at 3.33pm.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

OFFICER RECOMMENDATION

That Council:

- 1. Support the application to operate BOTH combinations on the Mullewa-Wubin Rd through the Perenjori Townsite; and**

In addition, recommend a 40km/h speed limit through townsite as a condition on the RAV mapping tool for PBS vehicles.

OR

- 2. Support ONLY the application to operate Tri Drive AB Triples and NOT the PBS Short A Triple combinations through the Perenjori Townsite; and**

In addition, recommend a 40km/h speed limit through townsite as a condition on the RAV mapping tool for PBS vehicles

OR

- 3. Support and provide feedback on a preference of NEITHER option through the Perenjori Townsite. In addition, recommend a 40km/h speed limit through townsite as a condition on the RAV mapping tool for PBS vehicles.**

COUNCIL DECISION

Council Resolution Number: 240725.16

Moved: Cr Bryant Seconded: Cr Bradford

That Council:

- 1. Support the application to operate BOTH combinations on the Mullewa-Wubin Rd through the Perenjori Townsite; and

 In addition, recommend a 40km/h speed limit through townsite as a condition on the RAV mapping tool for PBS vehicles.**

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

[Next Item](#)

14.2 FREEDOM OF INFORMATION STATEMENT 2025/26

Applicant:	Shire of Perenjori
File:	ADM 0228
Date:	24 July 2025
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Bianca Plug – Governance Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	14.2.1 – Freedom of Information Statement 2025/26

Summary

This item seeks Council's endorsement of the proposed Freedom of Information Statement for the 2025/26 financial year as required under the *Freedom of Information Act 1992*.

Background

Under Section 96(1) of the *Freedom of Information Act 1992*, the Shire of Perenjori is required to annually update and publish a current Freedom of Information (FOI) Statement.

The Information Statement is required to contain:

- The Agency's Mission Statement
- Details of legislation administered
- Details of the agency structure
- Details of decision-making functions
- Opportunities for public participation in the formulation of policy and performance of agency functions
- Documents held by the agency
- The operation of FOI in the agency

A copy of the FOI Statement must be published on the Shire's website and made available in hard copy at the Shire administration building. A copy must also be forwarded to the Office of the Information Commissioner as soon as practicable.

Statutory Environment

Freedom of Information Act 1992, Section 96 (1)

Policy Implications

Policy 1018 – Freedom of Information

Consultation

Paul Anderson – Chief Executive Officer

Financial Implications

Nil

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community
4.2. The Shire listens to and works closely with the community and its decision-making is transparent and accountable

Officer Comment

The 2025/26 Freedom of Information Statement has been prepared in accordance with the *Freedom of Information Act 1992* and reflects current organisational and legislative details.

During the 2024/25 reporting period, the Shire of Perenjori received one valid Freedom of Information application. The application was processed in accordance with the *Freedom of Information Act 1992*.

COUNCIL DECISION

Council Resolution Number: 240725.17

Moved: Cr Sparkman Seconded: Cr Hepworth

That Council:

- 1. Endorses the 2025/26 Freedom of Information Statement; and**
- 2. Authorises the Chief Executive Officer to submit the FOI statement to the Office of the Information Commissioner.**

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

[Next Item](#)

14.3 ANNUAL APPOINTMENT OF BUSH FIRE OFFICERS & FIREBREAK NOTICE 2025-26

Applicant:	Shire of Perenjori
File:	ADM 0070
Date:	24 July 2025
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Bianca Plug – Governance Officer
Responsible Officer:	Paul Anderson - Chief Executive Officer
Attachments:	14.3.1 – Shire of Perenjori Fire Break Notice 2025-26

Summary

The purpose of this report is for Council to appoint the Shire of Perenjori Bush Fire Control Officers and endorse the Shire of Perenjori Section 33 Fire Break Notice for 2025-26.

Background

The Shire of Perenjori appoints Bush Fire Control Officers on an annual basis to ensure adequate resources are available throughout the year.

The 2025-26 Fire Break Notice is sent out to all landholders within the Shire of Perenjori, advising of the fire break requirements including burning periods, and contact details of Fire Control Officers.

This item recommends that the following individuals be endorsed:

POSITION	NAME
Chief Bush Fire Control Officer	Jason King
Deputy Chief Bush Fire Control Officer	Phil Page
Fire Control Officers & Permit Issuing Officers	Phil Page Jason King Brian Campbell Chief Executive Officer Maarten Noordhof (MIS) Rick Ryan (CESM)

Statutory Environment

Section 38 (1) of the *Bush Fires Act 1954* states as follows

A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.

(c) An approved local government may appoint to the office of fire weather officer such number of senior bush fire control officers as it thinks necessary.

(h) A fire weather officer of an approved local government, or a deputy of that fire weather officer while acting in the place of that officer, may authorise a person who has received a permit under section 18(6)(a), to burn the bush in the district of the local government notwithstanding that for any day, or any period of a day, specified in the notice the fire danger forecast issued by the Bureau of Meteorology in Perth, in respect to the locality where the bush proposed to be burnt is situated, is “extreme” or “very high”, and upon the authority being given the person, if he has otherwise complied with the conditions prescribed for the purposes of section 18, may burn the bush. (i) This subsection does not authorise the burning of bush during the prohibited burning times or within the defined area during a bush fire emergency period.

Local government may require occupier of land to plough or clear fire-break

- (1) Subject to subsection (2) a local government at any time, and from time to time, may, and if so required by the Minister shall, as a measure for preventing the outbreak of a bush fire, or for preventing the spread or extension of a bush fire which may occur, give notice in writing to an owner or occupier of land situate within the district of the local government or shall give notice to all owners or occupiers of land in its district by publishing a notice in the *Government Gazette* and in a newspaper circulating in the area requiring him or them as the case may be within a time specified in the notice to do or to commence to do at a time so specified all or any of the following things —
 - (a) to plough, cultivate, scarify, burn or otherwise clear upon the land fire-breaks in such manner, at such places, of such dimensions, and to such number, and whether in parallel or otherwise, as the local government may and is hereby empowered to determine and as are specified in the notice, and thereafter to maintain the fire-breaks clear of inflammable matter;
 - (b) to act as and when specified in the notice with respect to anything which is upon the land, and which in the opinion of the local government or its duly authorised officer, is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire, and the notice may require the owner or occupier to do so —
 - (c) as a separate operation, or in co-ordination with any other person, carrying out a similar operation on adjoining or neighbouring land; and
 - (d) in any event, to the satisfaction of either the local government or its duly authorised officer, according to which of them is specified in the notice.

Policy Implications

Delegation 4001 – Firebreak Order, Variation To

Delegation 4002 – Burning of Roadsides

Consultation

Rick Ryan - CESM

Jason King – CBFCO

Paul Anderson - CEO

Financial Implications

Nil

Strategic Community Plan

Goal 1: An inclusive community and a great place to live for all ages and stages of life

1.9. Emergency management and associated community liaison and education activities are undertaken to protect the community and minimise harm from disasters

Officer Comment

Perenjori does not have a fire weather officer as this is a Government Gazetted position. The purpose of a Fire Weather Officer is to validate fire permits if the weather/FDI is lower than what has been predicted by BOM.

The CBFCO, CESM or the CEO has the role of instigating a Harvest & Vehicle Movement Ban; the CBFCO & CESM will monitor the weather and review with the other FCOs. If there is a need to impose a HVMB the Shire will be advised to send out a notice to impose a HVMB.

Paul Anderson will serve as Chief Executive Officer until 31 July 2025. From 4 August 2025, Clinton Strugnell will commence as CEO. As this role includes functions as a Fire Control Officer and Permit Issuing Officer, these responsibilities will continue with the incoming CEO. Appropriate induction will be provided, coordinated by the CESM.

COUNCIL DECISION

Council Resolution Number: 240725.18

Moved: Cr Bradford Seconded: Cr Hepworth

That Council:

- 1. Pursuant to Section 38 of the *Bush Fires Act 1954* appoint the following persons as Bush Fire Control Officers for the 2025-26 season:**
 - Chief Bush Fire Control Officer: Jason King**
 - Deputy Chief Bush Fire Control Officer: Phil Page**
 - Fire Control Officers & Permit Issuing Officers:**
 - Phil Page**
 - Jason King**
 - Brian Campbell**
 - Chief Executive Officer**
 - Maarten Noordhof (MIS)**
 - Rick Ryan (CESM)**
- 2. Endorse the Shire of Perenjori Section 33 Fire Break Notice 2025-26 as attached.**

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

15. Confidential Reports:

Nil

16. Ordering the Common Seal:

Document	Organisation	Purpose	Date
Road User, Contribution and Upgrade Agreement – Terra Mining Pty Ltd	Shire of Perenjori & Terra Mining Pty Ltd	Road User, Contribution and Upgrade Agreement	13 June 2025
Amendment 1 Shire of Perenjori Local Planning Scheme No 3	Shire of Perenjori & TPI Planning	Local Planning Policy No 1 – Tree Farms	27 June 2025

17. Reports of Committees and Members:

Nil

18. Motions of Which Previous Notice Has Been Given:

Nil

19. Notice of Motions:

Nil

20. New Business of an Urgent Nature Admitted by Council:

PROCEDURAL MOTION

Council Resolution Number: 240725.19

Moved: Cr Bryant Seconded: Cr Sparkman

That Council accepts late Items 20.1 Adoption of 2025/2026 Statutory Budget and 20.2 Interim Audit Management Letter 2024-25 Financial Year for consideration.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

20.1 LATE ITEM - ADOPTION OF 2025/2026 STATUTORY BUDGET

Applicant:	Shire of Perenjori
File:	ADM 0339
Date:	24 July 2025
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Author:	Ally Bryant – Finance Manager
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	20.1.1 - Draft 2025/2026 Annual Budget including Fees and Charges 20.1.1 - Budget Information Booklet

Summary

The 2025/2026 Draft Annual Budget for the year ending June 2026 is prepared with intention to deliver on strategies adopted by Council.

This document is submitted to Council for formal consideration and adoption.

Background

A final draft of the 2025/26 Annual Budget has been prepared for consideration based on the principles contained within the Community Strategic Plan and Corporate Business Plan.

Further information previously provided to Council and considered for the budget include:

- Fees & Charges Schedule
- Plant Replacement Program
- Roads Program
- Capital Expenditure
- Councillor Payments

Major projects that have been included in the capital works program include:

Project	Amount \$	Strategic Plan Outcomes Addressed
<i>Strategy: An inclusive community and a great place to live for all ages and stages of life</i>		
Latham Bowls Club Green replacement	128,918	1.1
Pavilion upgrades Lottery West Grant	72,500	1.1
Swimming Pool liner and bowl repairs	500,000	1.1
<i>Strategy: Eco-friendly, attractive and well-maintained towns, surrounded by outstanding natural beauty, landscapes, flora and fauna to be protected and enjoyed.</i>		
Implement road program in accordance with Council's adopted Plans and budget process	3,030,447	2.6
Upgrade of Latham Tip	50,000	2.2
Installation of niche wall at Latham Cemetery	15,000	2.8
Upgrade of radio broadcasting equipment	60,000	2.3
<i>Strategy: A diverse economy, with flourishing businesses offering a suite of trades, services and retail offerings</i>		
Supermarket	175,275	3.1
Housing renovations	122,000	3.2
Complete construction of 3x2 house	300,000	3.1
<i>Strategy: A strong and diverse Council working closely with the proactive and involved community</i>		
Installation of EPR Finance software	53,425	4.6
Renewal of Shire Plant and Equipment	834,360	4.6

Statutory Environment

The Annual Budget has been prepared in accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*. It also complies with relevant Australian Accounting Standards.

Pursuant to Section 6.2 of the *Local Government Act 1995*, the Budget for the Municipal Fund must be prepared and adopted by an absolute majority of Council by 31 August each year.

Section 5.63 (1)(b) *The Local Government Act 1995* specifically excludes the need for Elected Members to "Declare a Financial Interest" in imposing a rate, charge or fee. The Section reads as follows: "5.63(1) Sections 5.65, 5.70 and 5.71 do not apply to a relevant person who has any of the following interests in a matter – (b) an interest arising from the imposition of any rate, charge or fee by the local government". Additionally, the declaration provisions of the Act do not apply to Council business reimbursements or to Members sitting fees. Any other interest, be it Financial, Proximity or Impartiality must be declared.

Divisions 5 and 6 Local Government Act 1995 refer to the setting of budgets and raising of rates and charges. The *Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The 2024/25 Draft Annual Budget as presented is considered to meet statutory requirements.

Regulation 34(5) *Local Government (Financial Management) Regulations 1996* requires each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS (Australian Accounting Standards), to be used in statements of financial activity for reporting material variances.

Policy Implications

The following Council Policy applies:

- Policy 4003 – Managing Council Budgets

Consultation

Elected Members

Paul Anderson, Chief Executive Officer

Marty Noordhof, Manager Infrastructure Services

Nola Comerford, Manager Corporate & Community Services

Finance team, Shire of Perenjori

Financial Implications

The Annual Budget determines how funds will be allocated for the forthcoming financial year.

A summary of key financial data is:

- Opening surplus of \$3.020 million
- Operating revenue of \$7.457 million
- Operating expenditure of \$12.134 million
- Non-operating grants of \$2.523 million
- Capital Expenditure program of \$5.589 million
- Net transfers from Reserves of \$53,744 thousand after transferring in \$0.045 million for interest received

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.6. The organisation, assets and finances of the Shire are managed responsibly.

Officer Comment

The budget includes rate revenue increase of 4% for the 2025/26 financial year. It should be noted that whilst the total rates raised will increase by 4% there has also been a reduction in the discount for early payment of rates from the 7.5% to 5%. Individual property results may vary as a result of changes to valuations. The Nett yield will also vary dependent upon the take-up of the discount offered by Council for early payment of rates.

There has been one change to the adopted draft Fees and Charges with the addition of a fee to hire the sign board. This fee is to be \$132 per day or \$99 per day for 5 days or more.

The *Local Government Act 1995* requires that the Annual Budget is prepared and adopted no later than 31 August each financial year.

COUNCIL DECISION**Council Resolution Number: 240725.20****Moved: Cr Bryant Seconded: Cr Hepworth****That Council resolves to:**

- Pursuant to the provisions of Section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, Council adopts the attached Municipal Fund Budget for the Shire of Perenjori for the 2025/26 financial year, which includes the following:

- Statement of Comprehensive Income by Nature and Type
- Statement of Cash Flows
- Statement of Financial Activity
- Notes to and Forming Part of the Budget
- Transfers to and from Reserves Account

- Adopt the following differential general and minimum rates in accordance with Sections 6.32, 6.33 and 6.35 of the Act:

Rates Category	Minimum Rate	Rate in the \$	Proposed Yield
UV Rural	442	1.0646	\$ 2,442,415
UV Mining	442	28.009	\$ 876,785
GRV Townsites	442	7.9231	\$ 130,935
GRV Mining	442	11.154	\$ 316,658
UV Exploration	442	21.1055	\$ 71,704
TOTAL YIELD			\$ 3,838,497

- Pursuant to Section 6.45 of the *Local Government Act 1995* and Regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, adopt the following due dates for the payment in full by instalments:

Option 1 – Pay in Full and Obtain Discount

Due Date	Friday 3 October 2025
-----------------	------------------------------

Option 2 – Pay in Full

Due Date	Friday 3 October 2025
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Option 3 – Pay in Four Instalments

1st Instalment Due	Friday 3 October 2025
2nd Instalment Due	Wednesday 3 December 2025
3rd Instalment Due	Tuesday 3 February 2026
4th Instalment Due	Wednesday 8 April 2026

- Pursuant to Section 6.51(1) of the *Local Government Act 1995*, adopt an interest rate of 7% for rates (and service charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable.
- Pursuant to section 6.46 of the *Local Government Act 1995*, Council offers a discount of 5% where the minimum levy does not apply. Ratepayers must pay their rates in full, including arrears, waste and service charges, on or before 3 October 2025 to be eligible for this discount.
- Pursuant to section 6.16 of the *Local Government Act 1995*, Council adopts the Fees & Charges Schedule 25/26.
- Pursuant to section 5.99 of the *Local Government Act 1995* and regulation 34 of the *Local Government (Administration) Regulations 1996*, Council endorses the individual annual fees for Elected Members adopted 19 June 2025.
- In accordance with Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, the level to be used in statements of financial activity in 2025-26 for reporting material variances shall be 10% or \$10,000, whichever is the greater.

Motion put and carried by Absolute Majority 7/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

[Next Item](#)

20.2 LATE ITEM - INTERIM AUDIT MANAGEMENT LETTER 2024-25 FINANCIAL YEAR

Applicant:	Shire of Perenjori
File:	ADM 0339
Date:	24 July 2025
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Ally Bryant – Finance Manager
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	20.2.1 - Interim Audit Management Letter 20.2.2 - Interim Audit Findings

Summary

The Interim Audit is presented to Council for consideration.

Background

Nexia Perth, on behalf of the Office of the Auditor General (OAG), recently undertook the interim audit for the year ending 30 June 2025.

During the interim audit a number of systems and controls were tested that the Auditor relies on for the audit process.

During the course of the audit, they noted one finding that needed to be brought to the attention of the Shire which is presented in the attached documents.

Statutory Environment

Local Government Act, 1995.

Policy Implications

Nil

Consultation

Paul Anderson – Chief Executive Officer

Michael Fay – Director Nexia Perth

Steven Hoar - OAG

Financial Implications

Nil

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community

4.1. The community is well-informed and engaged

4.6. The organisation, assets and finances of the Shire are managed responsibly

Officer Comment

The one finding raised by the Auditors is as follows:

- Credit card purchase request form not authorised by two authorising officers.

Recommendation to reduce risk: Management should ensure that the Shire's use of credit card policy and purchasing processes are strictly adhered to

The finding was of a minor nature and has no potential impact on the audit opinion

Management Actions – As soon as management was advised of the finding a new form and process was developed with clear concise instructions for staff to follow so as to prevent this error occurring again.

The results of the interim audit overall were very pleasing and continues the shires excellent results from prior years.

COUNCIL DECISION

Council Resolution Number: 240725.21

Moved: Cr Bradford Seconded: Cr Hepworth

That Council note the finding raised in the Interim Audit Management Letter and endorse the recommendations by the administration to address the issue raised and to reduce the risk.

Motion put and carried 7/0

For: Cr Sutherland, Cr Hepworth, Cr Sparkman, Cr Bryant, Cr Bradford, Cr Fraser, Cr Campbell

Against: Nil

21. Closure of Meeting:

The Shire President declared the meeting closed at 3.37pm.

22. Next Meeting:

The Shire President advised that the next Ordinary Meeting of Council will be held on Thursday, 28 August 2025 in the Shire of Perenjori Council Chambers, 56 Fowler St, Perenjori WA 6620, commencing at 3.00 pm.

I certify that this copy of the Minutes is a true and correct record of the meeting held on 24 July 2025.

Signed: _____

Shire President

Date: _____

8. Announcements by Presiding Member Without Discussion:

9. Petitions/Deputations/Presentations:

10. Announcements of Matters for Which Meeting May Be Closed:

11. Declaration of Interest:

“Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.”

12. Finance:

12.1 MONTHLY FINANCIAL REPORT – 31 JULY 2025

Applicant:	Shire of Perenjori
File:	ADM 0082
Report Date:	28 August 2025
Disclosure of Interest:	
Voting Requirements:	Simple Majority
Author:	Ally Bryant – Finance Manager
Responsible Officer:	Clinton Strugnell – Chief Executive Officer
Attachments:	12.1.1 - Monthly Statement of Financial Activity for 31 July 2025

Summary

This item recommends that Council receives the Financial Activity Statements for the periods ending 31 July 2025.

Background

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare a Monthly Statement of Financial Activity.

Recent changes to the Regulations require a focus on reporting and variance analysis by nature and type rather than by program. The Shire's reports have historically been prepared by both nature and type and program with the variance analysis done by program. All reports for 2025-26 to date have been prepared by both nature and type and program, but with the variance analysis being done by nature and type in compliance with the revised Regulations.

Statutory Environment

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare a Monthly Statement of Financial Activity.

Policy Implications

Nil

Consultation

Nil

Financial Implications

Shown in the attached data.

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.
Strategic Objectives

4.6. The organisation, assets and finances of the Shire are managed responsibly

Officer Comment

The opening surplus for the year prior to the finalisation of the 2024-25 financial statements is \$3,020,677. As previously advised, this surplus is notionally deceiving as the State Government transferred 50% of its 2025-26 financial assistance grants (totalling \$1.570m) to the Shire in June 2025.

The 2025-26 general rates will be raised in August 2025 and the income recognised in August Reports

Operating revenue YTD is \$455,604 over budget by \$285,567

Operating expenditure YTD is \$695,347, under budget by \$574,682

Key variances between the YTD budget and actuals are explained in the attached report on pages 2-3.

It is to be noted that the June financials are not yet completed as depreciation, allocations and accruals have not yet been finalised for the end of financial year. June financials remain open until the finalisation of the year end audit.

OFFICER RECOMMENDATION

Council Resolution Number:

Moved:

Seconded:

That the Monthly Financial Report to 31 July 2025 as attached be received.

Motion put and carried / lost

For:

Against:

[Next Item](#)

SHIRE OF PERENJORI

MONTHLY FINANCIAL REPORT

**(Containing the required statement of financial activity and statement of financial position)
For The Period Ended 31 July 2025**

***LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996***

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SHIRE OF PERENJORI
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2025

	Supplemental Information	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var. Explanation of Variance
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	10	3,660,293	0	27,270	27,270	0.00%	▲ Exgratia rates CBH invoiced earlier than budgeted
Grants, subsidies and contributions	13	1,945,949	8,750	336,211	327,461	3742.41%	▲ Direct Grant paid earlier than budgeted
Fees and charges		1,115,091	89,182	78,739	(10,443)	(11.71%)	▼ Timing
Interest revenue		97,650	8,033	8,218	185	2.30%	
Other revenue		568,140	64,072	5,166	(58,906)	(91.94%)	▼ Timing
Profit on asset disposals	6	70,155	0	0	0	0.00%	
		7,457,278	170,037	455,604	285,567	167.94%	
Expenditure from operating activities							
Employee costs		(3,667,695)	(393,682)	(417,034)	(23,352)	(5.93%)	▼ 3 pays in July Timing
Materials and contracts		(2,680,006)	(269,906)	(96,641)	173,265	64.19%	▲ Timing due to adoption of budget
Utility charges		(418,373)	(69,058)	(91)	68,967	99.87%	▲ Timing of accounts
Depreciation		(4,775,680)	(397,952)	0	397,952	100.00%	▲ Depreciation not ran yet
Finance costs		(183,462)	(546)	(12,061)	(11,515)	(2108.97%)	▼ Timing
Insurance		(209,132)	(102,147)	(108,645)	(6,498)	(6.36%)	
Other expenditure		(200,603)	(36,738)	(60,875)	(24,137)	(65.70%)	▼ Timing
Loss on asset disposals	6	0	0	0	0	0.00%	
		(12,134,951)	(1,270,029)	(695,347)	574,682	45.25%	
Non-cash amounts excluded from operating activities	note 2(l)	4,705,525	397,952	0	(397,952)	(100.00%)	▼ Depreciation not yet ran
Amount attributable to operating activities		27,852	(702,040)	(239,743)	462,297	65.85%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	14	2,523,973	9,665	0	(9,665)	(100.00%)	▼ Timing
Proceeds from disposal of assets	6	246,850	0	0	0	0.00%	
		2,770,823	9,665	0	(9,665)	(100.00%)	
Outflows from investing activities							
Payments for property, plant and equipment	5	(1,712,560)	(148,500)	(49,669)	98,831	66.55%	▲ Timing
Payments for construction of infrastructure	5	(3,877,355)	(252,523)	0	252,523	100.00%	▲ Timing
		(5,589,915)	(401,023)	(49,669)	351,354	87.61%	
Amount attributable to investing activities		(2,819,092)	(391,358)	(49,669)	341,689	87.31%	

SHIRE OF PERENJORI
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2025

	Supplemental Information	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.	Explanation of Variance
FINANCING ACTIVITIES								
Inflows from financing activities								
Proceeds from new debentures	11	0	0	0	0	0.00%		
Transfer from reserves	4	862,034	0	0	0	0.00%		
		862,034	0	0	0	0.00%		
Outflows from financing activities								
Repayment of borrowings	11	(130,693)	(14,976)	(14,976)	0	0.00%		
Transfer to reserves	4	(960,778)	0	(1,360)	(1,360)	0.00%		Interest Transferred
		(1,091,471)	(14,976)	(16,336)	(1,360)	(9.08%)		
Amount attributable to financing activities		(229,437)	(14,976)	(16,336)	(1,360)	(9.08%)		
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year		3,020,677	3,020,677	3,100,211	79,534	2.63%	▲	
Amount attributable to operating activities		27,852	(702,040)	(239,743)	462,297	65.85%	▲	
Amount attributable to investing activities		(2,819,092)	(391,358)	(49,669)	341,689	87.31%	▲	
Amount attributable to financing activities		(229,437)	(14,976)	(16,336)	(1,360)	(9.08%)		
Surplus or deficit after imposition of general rates		0	1,912,303	2,794,463	882,160		▲	

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

* Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF PERENJORI
STATEMENT OF COMPREHENSIVE INCOME BY PROGRAM
FOR THE PERIOD ENDED 31 JULY 2025

	Ref Note	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b) \$	Variance* % ((c) - (b))/(b) %
OPERATING ACTIVITIES						
Income excluding grants, subsidies and contributions						
Governance	10	2,200	181	0	(181)	(100.00%)
General purpose funding - other		3,904,886	20,158	35,488	15,330	76.05%
Law, order and public safety	13	208,486	17,039	0	(17,039)	(100.00%)
Health		724	0	0	0	0.00%
Housing		347,813	30,612	29,799	(813)	(2.66%)
Community amenities		47,550	911	953	42	4.61%
Recreation and culture	6	73,200	6,098	634	(5,464)	(89.60%)
Transport		77,855	641	786	145	22.62%
Economic services		654,120	54,507	46,670	(7,837)	(14.38%)
Other property and services		193,995	31,099	5,062	(26,037)	(83.72%)
		5,511,329	161,287	119,392	(41,895)	(25.98%)
Grants, subsidies and contributions						
Governance		0	0	0	0	0.00%
General purpose funding - other		1,570,156	0	0	0	0.00%
Law, order and public safety		92,990	18,415	8,768	(9,647)	(52.39%)
Health		0	0	0	0	0.00%
Education and welfare		0	0	2,000	2,000	0.00%
Housing		0	0	0	0	0.00%
Community amenities		12,000	0	0	0	0.00%
Recreation and culture		249,166	0	0	0	0.00%
Transport		2,545,610	0	325,443	325,443	0.00%
Economic services		0	0	0	0	0.00%
Other property and services		0	0	0	0	0.00%
		4,469,922	18,415	336,211	317,796	1725.75%
Expenditure from operating activities (including depreciation)						
Governance		(612,167)	(163,468)	(36,776)	126,692	77.50%
General purpose funding		(187,013)	(14,786)	(19,469)	(4,683)	(31.67%)
Law, order and public safety		(508,134)	(50,611)	(36,439)	14,172	28.00%
Health		(260,567)	(22,860)	(12,033)	10,827	47.36%
Education and welfare		(147,569)	(13,927)	(7,860)	6,067	43.56%
Housing		(607,786)	(57,696)	(56,720)	976	1.69%
Community amenities		(876,089)	(66,961)	(72,908)	(5,947)	(8.88%)
Recreation and culture		(1,883,187)	(183,845)	(119,244)	64,601	35.14%
Transport		(5,419,305)	(457,269)	(174,803)	282,466	61.77%
Economic services	6	(1,372,221)	(130,597)	(78,029)	52,568	40.25%
Other property and services		(260,913)	(108,009)	(81,066)	26,943	24.95%
		(12,134,951)	(1,270,029)	(695,347)	574,682	45.25%
Net Operating Result		(2,153,700)	(1,090,327)	(239,744)		

SHIRE OF PERENJORI
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 JULY 2025

		Supplementary Information	31 July 2025	30 June 2025
			\$	\$
CURRENT ASSETS				
Cash and cash equivalents	3		5,260,669	6,029,767
Trade and other receivables			315,792	331,233
Inventories	8		62,116	62,116
TOTAL CURRENT ASSETS			5,638,577	6,423,116
NON-CURRENT ASSETS				
Other financial assets			83,171	83,171
Inventories			104,000	104,000
Property, plant and equipment			27,096,537	27,134,992
Infrastructure			147,606,346	147,606,346
TOTAL NON-CURRENT ASSETS			174,890,054	174,928,509
TOTAL ASSETS			180,528,631	181,351,625
CURRENT LIABILITIES				
Trade and other payables	9		205,892	686,043
Other liabilities	12		168,780	168,780
Borrowings	11		(14,976)	0
Employee related provisions	12		254,753	254,753
TOTAL CURRENT LIABILITIES			614,449	1,109,576
NON-CURRENT LIABILITIES				
Borrowings	11		3,168,594	3,168,594
Employee related provisions			63,933	63,929
TOTAL NON-CURRENT LIABILITIES			3,232,527	3,232,523
TOTAL LIABILITIES			3,846,976	4,342,099
NET ASSETS			176,681,655	177,009,526
EQUITY				
Retained surplus			26,235,256	26,564,487
Reserve accounts	4		2,469,442	2,468,082
Revaluation surplus			147,976,957	147,976,957
TOTAL EQUITY			176,681,655	177,009,526

This statement is to be read in conjunction with the accompanying notes.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2025

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 15 to these financial statements.

Judgements and estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

SIGNIFICANT ACCOUNTING POLICES

Significant accounting policies utilised in the preparation of these statements are as described within the 2025-26 Annual Budget. Please refer to the adopted budget document for details of these policies.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 July 2025

SHIRE OF PERENJORI
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2025

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

		Adopted Budget Closing	Last Year Closing	Year to Date
(a) Net current assets used in the Statement of Financial Activity	Information	30 June 2026	30 June 2025	31 July 2025
Current assets		\$	\$	\$
Cash and cash equivalents	3	3,107,833	6,029,767	5,260,669
Trade and other receivables		338,633	331,233	315,792
Inventories	8	62,116	62,116	62,116
		3,508,582	6,423,116	5,638,577
Less: current liabilities				
Trade and other payables	9	(518,222)	(686,043)	(205,892)
Other liabilities	12	(168,780)	(168,780)	(168,780)
Borrowings	11	130,693	0	14,976
Employee related provisions	12	(254,754)	(254,753)	(254,753)
		(811,063)	(1,109,576)	(614,449)
Net current assets		2,697,519	5,313,540	5,024,128
Less: Total adjustments to net current assets	note 2(i)	(2,697,519)	(2,213,329)	(2,229,665)
Closing funding surplus / (deficit)		0	3,100,211	2,794,463

(b) Non-cash amounts excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

		Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash amounts excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	6	(70,155)	0	0
Add: Loss on asset disposals	6	0	0	0
Add: Depreciation		4,775,680	397,952	0
Total non-cash amounts excluded from operating activities		4,705,525	397,952	0

(c) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Adopted Budget Closing	Last Year Closing	Year to Date
		30-Jun-26	30 June 2025	31 July 2025
Adjustments to net current assets		\$	\$	\$
Less: Reserve accounts	4	(2,566,826)	(2,468,082)	(2,469,442)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of borrowings	11	(130,693)	0	(14,976)
- Current portion of employee benefit provisions	4	0	254,753	254,753
Total adjustments to net current assets	note 2(i)	(2,697,519)	(2,213,329)	(2,229,665)

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

SHIRE OF PERENJORI
SUPPLEMENTARY INFORMATION
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SHIRE OF PERENJORI
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2025

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$3.02 M	\$3.02 M	\$3.10 M	\$0.08 M
Closing	\$0.00 M	\$1.91 M	\$2.79 M	\$0.88 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$5.26 M	% of total
Unrestricted Cash	\$2.79 M	53.1%
Restricted Cash	\$2.47 M	46.9%

Refer to 3 - Cash and Financial Assets

Payables	
	\$0.21 M % Outstanding
Trade Payables	\$0.14 M
0 to 30 Days	99.3%
Over 30 Days	0.7%
Over 90 Days	0.7%

Refer to 9 - Payables

Receivables		
	\$0.26 M	% Collected
Rates Receivable	\$0.06 M	33.5%
Trade Receivable	\$0.26 M	% Outstanding
Over 30 Days		80.4%
Over 90 Days		2.4%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.03 M	(\$0.70 M)	(\$0.24 M)	\$0.46 M

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$0.03 M	% Variance
YTD Budget	\$0.00 M	0.0%

Refer to 10 - Rate Revenue

Grants and Contributions		
YTD Actual	\$0.34 M	% Variance
YTD Budget	\$0.01 M	3742.4%

Refer to 13 - Grants and Contributions

Fees and Charges		
YTD Actual	\$0.08 M	% Variance
YTD Budget	\$0.09 M	(11.7%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$2.82 M)	(\$0.39 M)	(\$0.05 M)	\$0.34 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.00 M	%
Adopted Budget	\$0.25 M	(100.0%)

Refer to 6 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$0.00 M	% Spent
Adopted Budget	\$3.88 M	(100.0%)

Refer to 5 - Capital Acquisitions

Capital Grants		
YTD Actual	\$0.00 M	% Received
Adopted Budget	\$2.52 M	(100.0%)

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.23 M)	(\$0.01 M)	(\$0.02 M)	(\$0.00 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	(\$0.01 M)
Interest expense	(\$0.01 M)
Principal due	\$3.15 M

Refer to 11 - Borrowings

Reserves	
Reserves balance	\$2.47 M
Interest earned	\$0.00 M

Refer to 4 - Cash Reserves

This information is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF PERENJORI
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2025

3 CASH AND FINANCIAL ASSETS

Description	Classification	Total as per the Financial Statements			Actual Bank Balance	Institution	Interest Rate	Maturity Date
		Unrestricted	Restricted	Cash				
		\$	\$	\$	\$			
Cash on hand								
NAB Municipal Account	Cash and cash equivalents	91,847		91,847	93,590	Bank	0.00%	On Hand
Till Float	Cash and cash equivalents	150		150	150	Bank	0.00%	On Hand
NAB Municipal Telenet Saver Account	Cash and cash equivalents	2,699,229		2,699,229	2,699,229	Bank	1.35%	On Hand
Reserve Funds - Restricted Cash		0	2,469,443	2,469,443				
- Reserve Bank Account 4721	Cash and cash equivalents	0			29,968	Bank	3.50%	On Call
- Mt Gibson Mining Reserve Account 6682	Cash and cash equivalents	0			240,035	Bank	3.50%	On Call
- Reserve Term Deposit 0289	Cash and cash equivalents	0			2,200,000	Bank	4.10%	02/01/2026
Total		2,791,226	2,469,443	5,260,669	5,262,973			
Comprising								
Cash and cash equivalents		2,791,226	2,469,443	5,260,669	5,262,973			
		2,791,226	2,469,443	5,260,669	5,262,973			

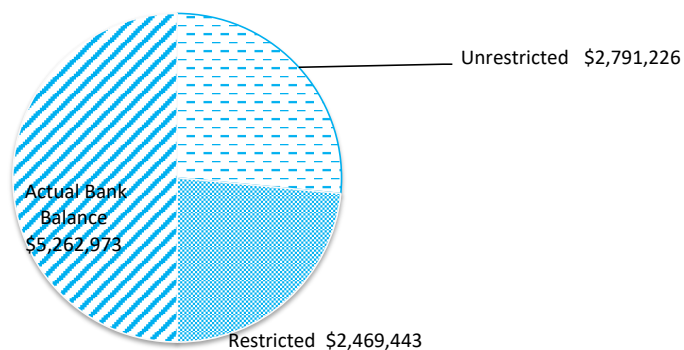
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



SHIRE OF PERENJORI
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2025

4 RESERVE ACCOUNTS

Reserve name	Budget Opening Balance	Budget Interest Earned	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance
	\$	\$	\$	\$	\$
Restricted by Council					
Leave reserve	56,117	1,007	0	0	57,124
Plant reserve	374,092	6,714	561,778	(130,000)	812,584
Refuse reserve	285,613	5,126	0	(50,000)	240,739
Swimming pool reserve	241,603	4,336	100,000	(323,334)	22,605
Road & rehabilitation reserve	37,437	672	0	0	38,109
Housing reserve	278,972	5,006	110,000	0	393,978
Mt Gibson infrastructure reserve	239,243	5,000	0	(175,275)	68,968
Tourism accommodation reserve	98,521	1,768	0	(40,000)	60,289
Water reserve	209,384	3,758	0	0	213,142
IT communication reserve	310,405	5,571	0	(113,425)	202,551
Community Infrastructure reserve	336,695	6,042	144,000	(30,000)	456,737
	2,468,082	45,000	915,778	(862,034)	2,566,826

Actual Opening Balance	Actual Interest Earned	Actual Transfers In (+)	Actual Transfers Out (-)	Actual YTD Closing Balance
\$	\$	\$	\$	\$
56,117	14	0	0	56,131
374,092	95	0	0	374,187
285,613	73	0	0	285,686
241,603	62	0	0	241,665
37,437	9	0	0	37,446
278,972	71	0	0	279,043
239,243	792	0	0	240,035
98,521	25	0	0	98,546
209,384	54	0	0	209,438
310,405	79	0	0	310,484
336,695	86	0	0	336,781
2,468,082	1,360	0	0	2,469,442

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land	20,000	0	0	0
Buildings	804,775	140,000	41,668	(98,332)
Furniture & equipment	53,425	0	0	0
Plant & equipment	834,360	8,500	8,001	(499)
Acquisition of property, plant and equipment	1,712,560	148,500	49,669	(98,831)
Roads	2,999,447	249,940	0	(249,940)
Footpaths	31,000	2,583	0	(2,583)
Other	846,908	0	0	0
Acquisition of infrastructure	3,877,355	252,523	0	(450,185)
Total capital acquisitions	5,589,915	401,023	49,669	(549,016)
Capital Acquisitions Funded By:				
Capital grants and contributions	2,523,973	9,665	0	(9,665)
Other (disposals & C/Fwd)	246,850	0	0	0
Reserve accounts				
Plant reserve	130,000	0	0	0
Refuse reserve	50,000	0	0	0
Swimming pool reserve	323,334	0	0	0
Mt Gibson infrastructure reserve	175,275	0	0	0
Tourism accommodation reserve	40,000	0	0	0
IT communication reserve	113,425	0	0	0
Community Infrastructure reserve	30,000	0	0	0
Contribution - operations	1,957,058	391,358	49,669	(341,689)
Capital funding total	5,589,915	401,023	49,669	(351,354)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

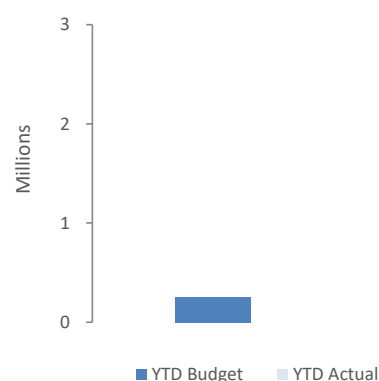
Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions

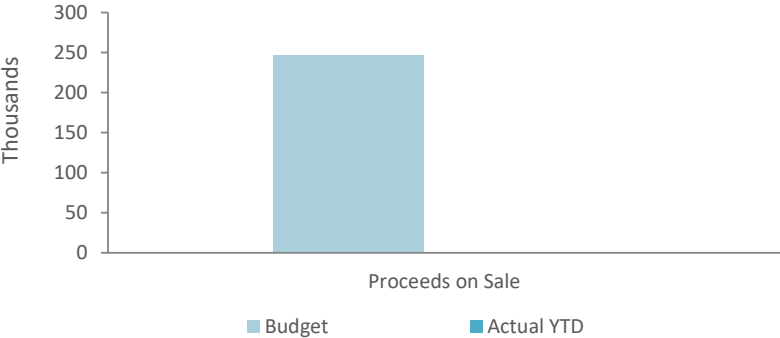


5 CAPITAL ACQUISITIONS - DETAILED

Job - Account	Job/Account Description	Asset Class	Type	Program	Original Budget	YTD Budget	YTD Actual	YTD Actual Variance	Comments
BC30	Unit 2 and 3 137 Crossing St Flooring & Bathrooms	Buildings	Economic Services	Upgrade	40,000	-	-	-	
HC34	Units 11 A&B Livingstone Patios	Buildings	Housing	Upgrade	14,000	-	-	-	
HC35	4 John St Ensuite Renovation	Buildings	Housing	Upgrade	8,000	-	-	-	
BC36	Depot Lean Too Shed and Dome Shelter	Buildings	Transport	New	33,000	-	-	-	
BC31	Post Office mail room extention	Buildings	Community Amenities	Upgrade	15,000	-	-	-	
BC32	Latham Community Centre Amenities upgrade	Buildings	Recreation and Culture	Upgrade	70,000	-	-	-	
I015	Water Bore and Tank DFES CWSP Funded	Infrastructure - Other	Law, Order & Public Safety	New	57,990	-	-	-	
BC33	Disabled Access Pavilion	Buildings	Recreation and Culture	Upgrade	8,000	-	-	-	
BC34	Sports Club House Renovations	Buildings	Recreation and Culture	Upgrade	60,000	-	-	-	
BC35	Gym Access Control System	Buildings	Recreation and Culture	Upgrade	9,000	-	-	-	
I014	Swimming Pool Liner and Bowl repairs	Infrastructure - Other	Recreation and Culture	Upgrade	500,000	-	-	-	
FE10	New EPR/Finance System Implementation	Furniture and Equipment	Governance	New	53,425	-	-	-	
I013	Oval Plumbing and Electrical	Infrastructure - Other	Recreation and Culture	Upgrade	35,000	-	-	-	
I010	Pump Track	Infrastructure - Other	Recreation and Culture	New	-	-	-	-	
Unfinished Projects from 22/23 Budget									
HC32	House 3x2 Lot 358 3 Hirshauer Rd	Buildings	Housing	New	300,000	100,000	1,558	98,442	
I009	Latham Bowls Green	Infrastructure - Other	Recreation and Culture	Upgrade	128,918	-	-	-	
I008	Latham Refuse Site	Infrastructure - Other	Community Amenities	Upgrade	50,000	-	-	-	
I012	Radio Broadcasting	Infrastructure - Other	Recreation and Culture	Upgrade	60,000	-	-	-	
I011	Niche Wall Latham Cemetery	Infrastructure - Other	Community Amenities	New	15,000	-	-	-	
BC29	Supermarket	Buildings	Community Amenities	New	175,275	40,000	40,110	(110)	
LA01	Purchase of Industrial Land	Land	Community Amenities	New	20,000	-	-	-	
BC01	Perenjori Pavilion Upgrade	Buildings	Recreation and Culture	Upgrade	72,500	-	-	-	
CP34	EV Charging Station	Plant & Equipment	Transport	New	8,500	8,500	8,001	499	
Road Program									
RRG166	Coorow Latham Rd SLK 5.1-16.31	Infrastructure - Roads	Transport	Renewal	450,000	37,500	-	37,500	
RRG049	Syson Rd SLK0.00-6.00	Infrastructure - Roads	Transport	Renewal	458,753	38,227	-	38,227	
RRG049A	Syson Rd SLK 2.84-4.00	Infrastructure - Roads	Transport	Renewal	427,000	35,583	-	35,583	
RRG018	Wanarra Rd SLK 2.82-5.55	Infrastructure - Roads	Transport	Renewal	410,500	34,208	-	34,208	
R2R051	Bunjil North East Rd SLK 4.55-9.5	Infrastructure - Roads	Transport	Renewal					
R2R040	Spencer Rd SLK 33.75-36.28 17.32-21.21	Infrastructure - Roads	Transport	Renewal	275,903	22,990	-	22,990	
R2R017	Rabbit Proof Fence Rd SLK 24.23-27.52	Infrastructure - Roads	Transport	Renewal	375,822	31,315	-	31,315	
R2R124	Timnings St Reseal	Infrastructure - Roads	Transport	Upgrade	271,354	22,611	-	22,611	
R2R085	Rayner Rd SLK .39-3.46	Infrastructure - Roads	Transport	Upgrade	14,500	1,208	-	1,208	
R2R163	England Cres SLK 0.03-0.17	Infrastructure - Roads	Transport	Upgrade	57,809	4,816	-	4,816	
MWF047	Boundary Road - Retention	Infrastructure - Roads	Transport	Upgrade	14,700	1,225	-	1,225	
MWF009	Hill Rd - Retention	Infrastructure - Roads	Transport	Upgrade	106,998	8,916	-	8,916	
MWF039	Morawa South Rd - Retention	Infrastructure - Roads	Transport	Upgrade	7,397	616	-	616	
FP01	Fowler St Footpath Repairs	Infrastructure - Roads	Transport	Upgrade	41,779	3,481	-	3,481	
R2R094	Syson/Oversby SLK 33.11-37.16	Infrastructure - Roads	Transport	Upgrade	31,000	2,583	-	2,583	
Plant replacement program					86,932	7,244	-	7,244	
04259	CEO Vehicle	Plant & Equipment	Administration	Renewal	65,000	-	-	-	
CP54	Generator Aged Units 24 Kva	Plant & Equipment	Housing	New	24,000	-	-	-	
CP43	Mechanics Truck	Plant & Equipment	Transport	New	130,000	-	-	-	
CP44	Triton ute single cab	Plant & Equipment	Transport	Renewal	35,860	-	-	-	
CP45	Triton ute single cab with tipping body	Plant & Equipment	Transport	Renewal	42,000	-	-	-	
CP46	Ride on Mower	Plant & Equipment	Transport	Renewal	22,000	-	-	-	
CP47	New Construction Truck	Plant & Equipment	Transport	Renewal	130,000	-	-	-	
CP48	Town mower tractor	Plant & Equipment	Transport	Renewal	100,000	-	-	-	
CP49	Tri Axle Float Refurbish	Plant & Equipment	Transport	Upgrade	50,000	-	-	-	
CP50	Tandem box Trailer	Plant & Equipment	Transport	New	5,000	-	-	-	
CP51	New Latham community Bus	Plant & Equipment	Transport	New	60,000	-	-	-	
CP52	22 Seater Bus	Plant & Equipment	Transport	New	147,000	-	-	-	
CP53	Generator Depot 20Kva	Plant & Equipment	Transport	New	15,000	-	-	-	
					5,589,915	401,023	49,669	351,354	

6 DISPOSAL OF ASSETS

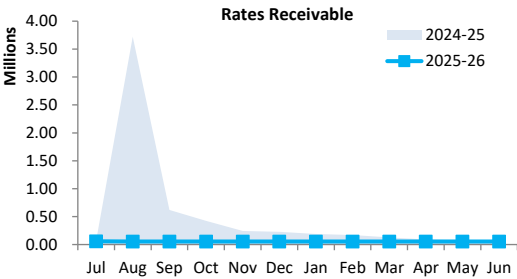
Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
PE324	Ford Everset		45,000	0	0	0	0	0	0
PE307	Toyota Corolla		23,000	0	0	0	0	0	0
PE017	Triton Ute 2020		9,000	0	0	0	0	0	0
PE026	Triton Ute 2020		9,000	0	0	0	0	0	0
PE024	Mechanics Truck		45,000	0	0	0	0	0	0
	John Deere Rideon Mower		800	0	0	0	0	0	0
PE177	New Holland Tractor 2011		15,000	0	0	0	0	0	0
PE219	Hino Construction Truck		35,000	0	0	0	0	0	0
PE12	Latham Bus Coaster		15,000	0	0	0	0	0	0
PE004	Perenjori Bus Rosa		20,000	0	0	0	0	0	0
PE145	UD Truck		30,000	0	0	0	0	0	0
	Box Trailer		50	0	0	0	0	0	0
	TOTAL	176,695	246,850	70,155	0	0	0	0	0
		176,695	246,850	70,155	0	0	0	0	0



7 RECEIVABLES

Rates receivable

	30 Jun 2025	31 Jul 2025
	\$	\$
Opening arrears previous years	60,386	60,386
Levied this year		27,270
Less - collections to date	(0)	(29,368)
Gross rates collectable	60,386	58,288
Net rates collectable	60,386	58,288
% Collected	0.0%	33.5%



Receivables - general

	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(714)	51,308	193,712	7,092	6,106	257,504
Percentage	(0.3%)	19.9%	75.2%	2.8%	2.4%	
Balance per trial balance						
Sundry debtors						257,504
Total receivables general outstanding						257,504

Amounts shown above include GST (where applicable)

KEY INFORMATION

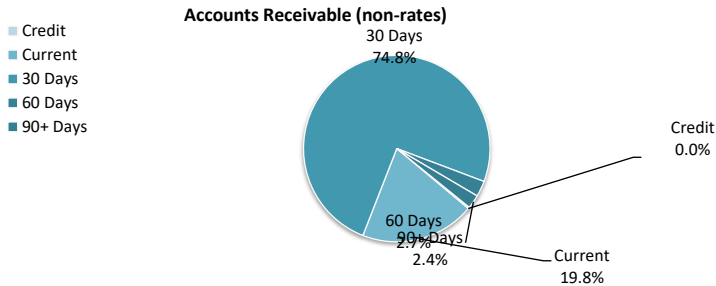
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 31 July 2025
	\$	\$	\$	\$
Other current assets				
Inventory				
Stock inventories	62,116	0	0	62,116
Total other current assets	62,116	0	0	62,116

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

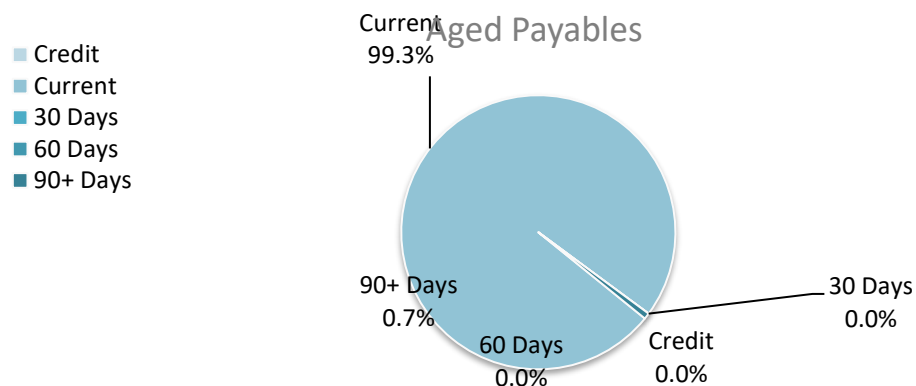
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	24,663	0	0	178	24,841
Percentage	0.0%	99.3%	0.0%	0.0%	0.7%	
Balance per trial balance						
Payables, current	0	136,920	0	0	0	136,920
ATO liabilities	0	30,651	0	0	0	30,651
Prepaid rates	0	25,502	0	0	0	25,502
Licencing	0	1,552	0	0	0	1,552
Accrued loan interest	0	11,267	0	0	0	11,267
Total payables general outstanding						205,892

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



10 RATE REVENUE

General rate revenue

RATE TYPE	Rate in	Number of	Rateable	Rate	Budget	Total	Rate	YTD Actual	Total
	\$ (cents)	Properties	Value	Revenue	Interim	Revenue	Revenue	Interim	Revenue
				\$	\$	\$	\$	\$	\$
Gross rental value									
Townsite	0.079231	106	1,468,481	116,349	0	116,349	0	0	0
Mining	0.111540	1	2,835,000	316,216	(12,000)	304,216	0	0	0
Unimproved value									
Rural	0.010646	260	228,922,684	2,437,111	0	2,437,111	0	0	0
Mining	0.280090	41	3,122,478	874,575	0	874,575	0	0	0
Exploration	0.211055	32	287,387	60,654	(1,835)	58,819	0	0	0
Sub-Total		440	236,636,030	3,804,905	(13,835)	3,791,070	0	0	0
Minimum payment	Minimum Payment \$								
Gross rental value									
Townsite	442	33	36,039	14,586	0	14,586	0	0	0
Mining	442	1	20	442	0	442	0	0	0
Unimproved value									
Rural	442	12	139,940	5,304	0	5,304	0	0	0
Mining	442	5	2,899	2,210	0	2,210	0	0	0
Exploration	442	25	27,626	11,050	0	11,050	0	0	0
Sub-total		76	206,524	33,592	0	33,592	0	0	0
Discount						(191,912)			0
Amount from general rates						3,632,750			0
Ex-gratia rates						27,543	27,270		27,270
Total general rates						3,660,293			27,270

11 BORROWINGS

Repayments - borrowings

Information on borrowings		New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2025	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
John Street Subdivision	98	98,059	0	0	(14,976)	(30,474)	83,083	67,585	(3,833)	(6,554)
Council Housing	99	970,535	0	0	0	(31,010)	970,535	939,525	(3,406)	(56,578)
Supermarket	104	1,500,000	0	0	0	(21,079)	1,500,000	1,478,921	(4,258)	(89,693)
Council House 3x2	105	600,000	0	0	0	(48,130)	600,000	551,870	(564)	(30,637)
Total		3,168,594	0	0	(14,976)	(130,693)	3,153,618	3,037,901	(12,061)	(183,462)
Current borrowings		130,693					-14,976			
Non-current borrowings		3,037,901					3,168,594			
		3,168,594					3,153,618			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

12 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2025	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 July 2025
		\$	\$	\$	\$	\$
Other current liabilities						
Other liabilities						
Contract liabilities		159,404	0	0	0	159,404
Capital grant/contributions liabilities		9,376	0	0	0	9,376
Total other liabilities		168,780	0	0	0	168,780
Employee Related Provisions						
Employee provisions		254,753	0	0	0	254,753
Total Provisions		254,753	0	0	0	254,753
Total other current liabilities		423,533	0	0	0	423,533

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13 and 14

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

SHIRE OF PERENJORI
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2025

OPERATING ACTIVITIES

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Program	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
		Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget Revenue	YTD Budget	YTD Revenue
		1 July 2025		(As revenue)	31 Jul 2025	31 Jul 2025	Revenue	Budget	Actual
		\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies									
DFES Operating Grant	Law, Order & Public Safety	0	0	0	0	0	35,000	8,750	8,768
Direct Grant	Transport	0	0	0	0	0	325,443	0	325,443
Grants Commission Grant	General purpose funding	0	0	0	0	0	919,251	0	0
Untied Road Grant	General purpose funding	0	0	0	0	0	650,905	0	0
Doantion Bush Telegraph Committee	General purpose funding	9,376	0	0	9,376	9,376	0	0	0
Volunteers & Seniors Grants	Community Services	0	0	0	0	0	12,000	0	0
Main Roads Street Lighting Subsidy	Transport	0	0	0	0	0	3,350	0	0
Youth Grant	Education	0	0	0	0	0	0	0	2,000
		9,376	0	0	9,376	9,376	1,945,949	8,750	336,211

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Program	Capital grant/contribution liabilities				Capital grants, subsidies and contributions revenue		
		Liability	Increase in	Decrease in	Liability	Adopted	YTD	YTD
		1 July 2025	Liability	Liability	31 Jul 2025	Budget	Budget	Revenue
		\$	\$	(As revenue)	\$	Revenue	\$	Actual
Capital grants and subsidies								
Grant Income - DWER	Law, Order & Public Safety	0	0	0	0	57,990	9,665	0
Regional Road Group Funding	Transport	0	0	0	0	1,158,334	0	0
Roads To Recovery Funding	Transport	86,932	0	0	86,932	942,819	0	0
Mid West Secondary Grain Freight Network Grant	Transport	0	0	0	0	115,664	0	0
Lottery West Grant	Recreation and Culture	72,472	0	0	72,472	72,500	0	0
Deparment Sport and Rec	Recreation and Culture	0	0	0	0	176,666	0	0
		159,404	0	0	159,404	2,523,973	9,665	0

SHIRE OF PERENJORI
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JULY 2025

15 TRUST FUND

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2025	Amount Received	Amount Paid	Closing Balance 31 Jul 2025
	\$	\$	\$	\$
Mount Gibson Public Benefit Fund	560	0	0	560
	560	0	0	560

12.2 SCHEDULE OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JULY 2025

Applicant:	Shire of Perenjori
File:	ADM 0082
Report Date:	28 August 2025
Disclosure of Interest:	
Voting Requirements:	Simple Majority
Author:	Gypsie Douglas – Finance Officer
Responsible Officer:	Ally Bryant – Finance Manager
Attachments:	12.2 (a) – Accounts for Payment July 2025 12.2 (b) – Corporate Credit Card Breakdown and Statement

Summary

Council is presented the list of payments made from the Municipal, Trust and Reserve Accounts under delegation since the last Ordinary Council Meeting.

Background

Council delegates authority to the Chief Executive Officer annually:

To make payments from Trust, Reserve and Municipal Fund;

- To purchase goods and services to a value of not more than \$250,000;

Legal Compliance

Local Government Act 1995

S6.5. Accounts and records

Local Government (Financial Management) Regulations 1996

R11. Payments, procedures for making etc.

R12. Payments from municipal fund or trust fund, restrictions on making

- (1) A payment may only be made from the municipal fund or the trust fund —
 - (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or
 - (b) otherwise, if the payment is authorised in advance by a resolution of the council.
- (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

S13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
 - (a) for each account which requires council authorisation in that month —
 - (i) the payee's name; and
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
 - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under sub-regulation (1) or (2) is to be —

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

Policy Implications

Nil

Council Policy Compliance

Payments are checked to ensure compliance with Council's Purchasing Policy Number 4007 – Procurement Policy.

Financial Implications

All payments are made in accordance with the adopted annual budget.

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.6. The organisation, assets and finances of the Shire are managed responsibly.

Consultation

Clinton Strugnell – Chief Executive Officer

Ally Bryant – Finance Manager

Officer Comment

Accounts paid for the month ending 31 July 2025

Municipal Account	
EFT 19025 - 19124	\$899,253.46
Direct Debits	\$84,884.26
Cheques	\$0.00
Corporate MasterCard	\$3,549.28
Bank Fees	\$210.33
Total	\$987,897.33

Trust Account – Mt Gibson Public Benefit Funds	
EFT – Transfer to another account (Close Term Deposit)	\$0.00
Cheques	\$0.00
Bank Fees	\$0.00
Total	\$0.00

Totalling **\$987,897.33** from *Municipal* and *Trust Accounts* for the month ending **31 July 2025**.

OFFICER RECOMMENDATION

Council Resolution Number:

Moved:

Seconded:

That the cheques and electronic payments as per the attached schedules of accounts for payment totaling \$987,897.33 (Nine hundred and eighty seven thousand, eight hundred and ninety seven dollars and thirty three cents) be accepted.

Motion put and carried / lost

For:

Against:

[Next Item](#)

Shire of Perenjori
Local Government Act 1995
Accounts for Payment for Month Ended 31st July 2025

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
487	31/07/2025	EFT GST - EFTPOS FEES WITH GST	EFTPOS FEES WITH GST	M		106.68
487	31/07/2025	EFT GST - EFTPOS FEES WITH GST	EFTPOS FEES WITH GST	M		44.77
487	31/07/2025	FEE GST - BANK FEES WITH GST	BPAY CHARGE	M		22.88
487	31/07/2025	BANK FEES - BANK FEES NO GST	ACCOUNT FEE	M		36.00
EFT19125	01/07/2025	WESTNET	Monthly Internet Charge for Depot, Museum & Library - June & July 25	M		123.90
EFT19126	02/07/2025	RMS (Aust) P/L	RMS Online Fees - June 25	M		66.00
EFT19127	02/07/2025	WATER CORPORATION	Water usage 08/04/25-10/06/25 - Buildings & Gardens	M		61,167.87
EFT19129	07/07/2025	SHIRE OF PERENJORI - DOT	Fleet Licensing 01/07/2025 to 30/06/2026	M		13,949.65
EFT19130	07/07/2025	Fleetcare Pty Ltd	CESM Ford Ranger includes lease, fuel & registration - June 25	M		4,343.34
EFT19131	08/07/2025	TELSTRA CORPORATION LIMITED	Main Account to 15/06/25	M		2,889.41
EFT19132	10/07/2025	AFGRI EQUIPMENT PTY LTD	4500hr Service & Hydraulic Hose - PJ1503	M		2,429.60
EFT19133	10/07/2025	ALONGSIDE BUILDING SOLUTIONS	Final payment of ceiling works - Museum	M		22,660.00
EFT19134	10/07/2025	APPLIED SATELLITE TECHNOLOGY AUSTRALIA PTY LTD	Monthly subscription & AST service fee - July 25	M		92.00
EFT19135	10/07/2025	AUSTRALIA DAY COUNCIL OF WA	Gold Member Subscription - 25/26	M		800.00
EFT19136	10/07/2025	AUSTRALIA POST	Monthly Postage Fees - June 25	M		20.86
EFT19137	10/07/2025	AVON WASTE	Waste removal - June 25	M		3,045.60
EFT19138	10/07/2025	BOB WADDELL & ASSOCIATES PTY LTD	Rates Services - w/e 29/06/25 & 06/07/2025	M		2,376.00
EFT19139	10/07/2025	BOC LIMITED	Monthly gas bottle rental - June 25	M		67.56

Shire of Perenjori
Local Government Act 1995
Accounts for Payment for Month Ended 31st July 2025

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT19140	10/07/2025	CANINE CONTROL	Ranger Services – 30/06/25 & 03/07/2025	M		1,845.32
EFT19141	10/07/2025	CATWEST PTY LTD	Emulsion x 400Lts - Various Rds	M		1,012.00
EFT19142	10/07/2025	CNW PTY LTD	Hot water thermostat x 5 – Pavilion. Cable & connections – 4 John St & Depot.	M		723.18
EFT19143	10/07/2025	CORSIGN WA	Various signage - Perenjori Shire	M		11,506.00
EFT19144	10/07/2025	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BSL Fees collected for June 25	M		569.49
EFT19145	10/07/2025	E & MJ ROSHER PTY LTD	Multi belt - Kubota mower	M		352.04
EFT19146	10/07/2025	GH COUNTRY COURIER	Freight - M & B Geraldton & CNW Electrical	M		90.42
EFT19147	10/07/2025	GREAT SOUTHERN FUEL	Oil jugs & drainers, couplers & pump with meter - Depot	M		3,305.00
EFT19148	10/07/2025	INDEPENDENT RURAL PTY LTD	Garden & Hardware supplies – C/Park, P&G, Oval, Depot, PJ1578, Supermarket	M		2,041.98
EFT19149	10/07/2025	INTEGRATED ICT	Monthly Subscriptions – June 2025	M		15,626.07
EFT19150	10/07/2025	IQTECH SOLUTIONS	Printer service & repairs - Depot	M		748.00
EFT19151	10/07/2025	IT VISION	IT Vision Annual Subscription - 25/26 & EOFY Payroll Recon	M		53,998.08
EFT19152	10/07/2025	J'S HARDWARE & GIFTS	Hardware & Garden supplies - June 25	M		1,298.80
EFT19153	10/07/2025	LANDGATE - VALUATIONS	Rural UV General Valuations & Mining Tenements 24/25	M		7,572.86
EFT19154	10/07/2025	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	Local Government Subscriptions - 25/26	M		1,780.00
EFT19155	10/07/2025	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	LHAAC Analytical Services 25/26	M		414.93
EFT19156	10/07/2025	M&B SALES PTY LTD	Design pine - Museum	M		86.38

Shire of Perenjori
Local Government Act 1995
Accounts for Payment for Month Ended 31st July 2025

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT19157	10/07/2025	MARKET CREATIONS AGENCY	Council Connect Annual SSL renewal to 1/7/26	M		15,499.00
EFT19158	10/07/2025	MCLEODS LAWYERS	Deed of Gift Agreement: Lot 16 (No. 47) Russell St, Perenjori - Legal Fees	M		1,003.10
EFT19159	10/07/2025	MICHAEL LUPARDO T/A ALLGLO PAINTING CONTRACTORS	Paint exterior rafter beams, support poles, under eaves & gutters - 24 Livingstone St. Fill & flush A/C vents, repair water damage & ceiling cracks & paint – 59 Russell St	M		6,850.00
EFT19160	10/07/2025	MID WEST CHAMBER OF COMMERCE AND INDUSTRY	MWCCI Annual Membership Service Fee for 1/7/25 to 30/6/26	M		858.00
EFT19161	10/07/2025	ML COMMUNICATIONS	De & reinstall all electrical equipment including sat phone & cradle, iPad, light bar - CESM 1IHC839	M		2,869.46
EFT19162	10/07/2025	MODULAR WA (MODULARIS PTY LTD)	Completion of internal linings & roof cover - Lot 358 (#3) Hirshauer Rd	M		160,556.00
EFT19163	10/07/2025	O'BRIEN SMASH REPAIRS	Excess on claim #M0082234 - PJ1574	M		300.00
EFT19164	10/07/2025	OAKSTAR ASSET PTY LTD	Wet hire of CAT Dozer including mob/demob - Various Rds	M		25,520.00
EFT19165	10/07/2025	ON HOLD ON LINE	Monthly On Hold Messages - June 25	M		77.00
EFT19166	10/07/2025	PEMCO DIESEL EARTHMOVING REPAIR SPECIALISTS	Diagnose & rectify transmission issue - PJ1527	M		760.34
EFT19167	10/07/2025	PEMJAY PTY LTD	Vegetation management for Bowgada Rd - 16/06/25	M		2,816.00
EFT19168	10/07/2025	PERENJORI AGRICULTURAL SOCIETY	Gold Partnership Donation for Perenjori Show - 16/08/2025	M		10,000.00
EFT19169	10/07/2025	PERENJORI ROADHOUSE	Cleaning supplies - C/Park, Village, Medical Centre, Gym, 29 Timmings, Hall & Pavilion. Refreshments – Admin & Depot	M		441.90
EFT19170	10/07/2025	PETER EGAN CARPENTRY	Remove & replace verandah posts including materials, freight & labour - 24 Livingstone St	M		14,283.50
EFT19171	10/07/2025	RJ & LJ KING	Strip & fit tyres - PJ1559	M		198.00

Shire of Perenjori
Local Government Act 1995
Accounts for Payment for Month Ended 31st July 2025

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT19172	10/07/2025	SALTBUSH CONTRACTING	7hrs Grader hire for Lookout Rd - 30/06/2025	M		2,117.50
EFT19173	10/07/2025	SHIRE OF CHAPMAN VALLEY	Planning Services - April to June 25	M		605.00
EFT19174	10/07/2025	SHIRE OF IRWIN	EHO Services - April to June 25	M		2,326.50
EFT19175	10/07/2025	SINCH MESSAGEMEDIA	Monthly Messaging Service - June 25	M		409.28
EFT19176	10/07/2025	TEAM GLOBAL EXPRESS PTY LTD	Freight – Winc, Hersey's, E & MJ Rosher	M		240.28
EFT19177	10/07/2025	THE YORK BOYS MUSIC	Live Music for Fervor Dinner - 20/06/2025	M		900.00
EFT19178	10/07/2025	TOWN PLANNING INNOVATIONS PTY LTD	Planning Services - June 25	M		110.00
EFT19179	10/07/2025	WINC AUSTRALIA PTY LIMITED	Meter charges (6010) 17/02/25 – 22/04/25 & stationery order - Admin, Depot, Pavilion	M		2,321.82
EFT19180	10/07/2025	ZED ELECT	Electrical works for EV Charger in new carpark area - Fowler St Workshop vehicle hoist safety recall. Wall exhaust fan replacement - Unit 1, North Rd. Test electric pump – 42A Russell St. Install Additional battery to auto door – Admin	M		10,195.56
EFT19181	10/07/2025	SYNERGY	Electricity usage 15/05/25-18/06/25 - C/Park Village	M		4,051.42
EFT19182	11/07/2025	KINGS WA PTY LTD	Haulage of Gravel on Oversby Rd - 09 to 18/06/25	M		12,632.40
EFT19183	11/07/2025	LATHAM GOLF & BOWLING CLUB INC	Maintenance Fund 24/25	M		12,500.00
EFT19184	11/07/2025	PERENJORI GOLF CLUB	Green keeping assistance - 24/25	M		6,250.00
EFT19185	11/07/2025	WA MACHINERY BROKERS	6FT Barrett Slasher	M		4,100.00
EFT19186	14/07/2025	REFUEL AUSTRALIA	Fuel Card Purchases for June 25	M		25,175.98
EFT19187	16/07/2025	SYNERGY	Electricity usage 25/04/25-25/06/25 - Buildings, Gardens & Housing	M		8,640.29

Shire of Perenjori
Local Government Act 1995
Accounts for Payment for Month Ended 31st July 2025

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT19188	17/07/2025	SYNERGY	Electricity usage 29/04/25-26/06/25 - Latham Community Centre, Oval & FM Tower	M		873.29
EFT19189	24/07/2025	ACCWEST	Preparation of FBT Return for 2025	M		924.00
EFT19190	24/07/2025	ARROW BRONZE	Niche Wall Plaque - Sutherland	M		425.27
EFT19191	24/07/2025	AUSTRALIAN TAXATION OFFICE	BAS payable for June 2025	M		23,404.00
EFT19192	24/07/2025	BOB WADDELL & ASSOCIATES PTY LTD	Rates services - w/e 20/07/2025	M		264.00
EFT19193	24/07/2025	BREFFNI GROUP PTY LTD	Claim 10 - RFT02-2023/24 Design and Construction of a 500 sqm Supermarket	M		38,496.68
EFT19194	24/07/2025	CIRCUITWEST INC	Presenter Fee - Alvin Sputnik	M		1,650.00
EFT19195	24/07/2025	CITY OF GREATER GERALDTON	Provision of Building Surveying Services - April to June 2025	M		965.25
EFT19196	24/07/2025	HANNINGTON GROUP ENTERPRISES PTY LTD	Tyre fitting x 2 - PJ1526	M		167.99
EFT19197	24/07/2025	HERSEY'S SAFETY PTY LTD	Internal Circlip Kit - Depot	M		194.70
EFT19198	24/07/2025	INDEPENDENT RURAL PTY LTD	Toilet roll & Laundry powder - C/Park. Joiners – Oval. Roundup - P&G	M		840.44
EFT19199	24/07/2025	INITIAL HYGIENE	Sanitary Disposal for period 14/08/2025 to 13/08/2026	M		8,675.40
EFT19200	24/07/2025	KATS RURAL	Tape, PVC & plants - P & G. Plug – PJ1574	M		189.80
EFT19201	24/07/2025	PEMCO DIESEL EARTHMOVING REPAIR SPECIALISTS	Annual bus roadworthy inspection - PJ1515 & 1516PJ	M		1,056.70
EFT19202	24/07/2025	PERENJORI MEDICAL CENTRE	Pre-employment medical - L. Richards	M		313.50
EFT19203	24/07/2025	PJC SERVICES & CO PLUMBING & GAS	Supply & install solar hot water system - 40B Russell St. Supply & install new sink mixer – 24 Livingstone St	M		6,850.01
EFT19204	24/07/2025	RJ & LJ KING	Battery - PJ1555	M		291.50

Shire of Perenjori
Local Government Act 1995
Accounts for Payment for Month Ended 31st July 2025

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT19205	24/07/2025	SHIRE OF MINGENEW	Damstra Online Training Platform Quarterly Fee for April-June 2025	M		175.18
EFT19206	24/07/2025	SUNNY INDUSTRIAL BRUSHWARE PTY LTD	Poly broom - PJ1555 & PJ1599	M		770.00
EFT19207	24/07/2025	TEAM GLOBAL EXPRESS PTY LTD	Freight - State Library WA	M		43.96
EFT19208	24/07/2025	WALLIS COMPUTER SOLUTIONS	Annual Billing 25-26 – Admin, Medical Centre & Tourist Centre	M		12,909.60
EFT19209	31/07/2025	BRIAN OLIVER WILLIAM CAMPBELL	Travel allowance for Ordinary Council Meeting - 24/07/2025	M		79.20
EFT19210	31/07/2025	COLIN MURRICE BRYANT	Travel allowance for Ordinary Council Meeting - 24/07/2025	M		108.91
EFT19211	31/07/2025	DANIEL KEVIN BRADFORD	Travel allowance for Ordinary Council Meeting - 24/07/2025	M		83.17
EFT19212	31/07/2025	JLT RISK SOLUTIONS PTY LTD	Salary Continuance & Marine Cargo Renewal 25/26	M		5,383.65
EFT19213	31/07/2025	JUDE SUTHERLAND	Travel allowance for Ordinary Council Meeting - 24/07/2025	M		37.63
EFT19214	31/07/2025	LESLIE DEREK HEPWORTH	Travel allowance for Ordinary Council Meeting - 24/07/2025	M		29.71
EFT19215	31/07/2025	LGISWA	Public Liability, Workers Compensation, Bush Fire Injury, Crime, Personal Accident, Management Liability & Travel Insurance - July 2025 Payment	M		227,432.85
EFT19216	31/07/2025	MICHAEL LUPARDO T/A ALLGLO PAINTING CONTRACTORS	Paint new ceilings - Perenjori Museum/Tourist Bureau. Repair & paint internal door, seal, fill & paint master B/R walls & hallway, remove shower tiles, retile & grout – 24 Livingstone St. Paint new ceilings – Museum	M		8,100.00
EFT19217	31/07/2025	MOORA GLASS SERVICE	Rewire & supply and fit flyscreens - 8B John, 23 Hesford & 11B Livingstone St. Reglaze window – 24 Livingstone St	M		2,961.20
EFT19218	31/07/2025	PERENJORI MEDICAL CENTRE	Pre-Placement Medical - Daniel Tiffney	M		313.50
EFT19219	31/07/2025	REECE PTY LTD	Wall taps - 29 Timmings St	M		42.41

Shire of Perenjori
Local Government Act 1995
Accounts for Payment for Month Ended 31st July 2025

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT19220	31/07/2025	REPCO AUTO PARTS	Filters & Windscreen blades - PJ1562, PJ1568, PJ1570, PJ1551 & 1HYD261	M		347.55
EFT19221	31/07/2025	T-QUIP	Potentiometer - PJ1555	M		294.80
EFT19222	31/07/2025	TEAM GLOBAL EXPRESS PTY LTD	Freight - Westrac, Sunny Industries, Instant Racking, Hersey's, T Quip & Winc	M		786.01
EFT19223	18/07/2025	SYNERGY	Electricity usage 29/04/25 to 26/06/25 - Airstrip	M		119.26
EFT19224	22/07/2025	NAB CREDIT CARD	Credit Card purchases 29/05/25-27/06/25	M		3,549.28
EFT19225	24/07/2025	SYNERGY	Electricity usage 25/05/25 to 24/06/25 - Street Lights	M		1,905.90
EFT19226	28/07/2025	SYNERGY	Electricity usage 02/05/25-07/07/25 - Latham Hall	M		135.77
DD15453.1	01/07/2025	AWARE SUPER	Payroll deductions	M		10,630.60
DD15453.2	01/07/2025	UNISUPER	Superannuation contributions	M		305.98
DD15453.3	01/07/2025	REST INDUSTRY SUPERANNUATION	Superannuation contributions	M		506.96
DD15453.4	01/07/2025	THE RL & JMA RYAN SUPERANNUATION FUND	Superannuation contributions	M		1,163.25
DD15453.5	01/07/2025	AUSTRALIAN RETIREMENT TRUST (SUPER SAVINGS)	Superannuation contributions	M		759.88
DD15453.6	01/07/2025	EXPAND EXTRA SUPER	Superannuation contributions	M		557.23
DD15453.7	01/07/2025	AUSTRALIAN SUPER	Superannuation contributions	M		2,050.98
DD15453.8	01/07/2025	MERCER SUPER TRUST	Superannuation contributions	M		671.24
DD15453.9	01/07/2025	HOST PLUS SUPER	Superannuation contributions	M		436.43
DD15461.1	01/07/2025	NODE ONE	N1 Business Fibre - July 25	M		1,100.00

Shire of Perenjori
Local Government Act 1995
Accounts for Payment for Month Ended 31st July 2025

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD15486.1	07/07/2025	RMS (Aust) P/L	RMS Cloud & Support - July 25	M		484.00
DD15508.1	15/07/2025	AWARE SUPER	Payroll deductions	M		13,097.82
DD15508.2	15/07/2025	UNISUPER	Superannuation contributions	M		313.55
DD15508.3	15/07/2025	REST INDUSTRY SUPERANNUATION	Superannuation contributions	M		362.91
DD15508.4	15/07/2025	THE RL & JMA RYAN SUPERANNUATION FUND	Superannuation contributions	M		1,192.20
DD15508.5	15/07/2025	AUSTRALIAN RETIREMENT TRUST (SUPER SAVINGS)	Superannuation contributions	M		899.91
DD15508.6	15/07/2025	EXPAND EXTRA SUPER	Superannuation contributions	M		571.07
DD15508.7	15/07/2025	AUSTRALIAN SUPER	Superannuation contributions	M		2,101.76
DD15508.8	15/07/2025	MERCER SUPER TRUST	Superannuation contributions	M		701.48
DD15508.9	15/07/2025	HOST PLUS SUPER	Superannuation contributions	M		422.53
DD15521.1	29/07/2025	AWARE SUPER	Payroll deductions	M		11,268.72
DD15521.2	29/07/2025	UNISUPER	Superannuation contributions	M		319.68
DD15521.3	29/07/2025	REST INDUSTRY SUPERANNUATION	Superannuation contributions	M		503.20
DD15521.4	29/07/2025	THE RL & JMA RYAN SUPERANNUATION FUND	Superannuation contributions	M		1,233.95
DD15521.5	29/07/2025	AUSTRALIAN RETIREMENT TRUST (SUPER SAVINGS)	Superannuation contributions	M		824.59
DD15521.6	29/07/2025	EXPAND EXTRA SUPER	Superannuation contributions	M		571.07
DD15521.7	29/07/2025	AUSTRALIAN SUPER	Superannuation contributions	M		2,555.90

Shire of Perenjori
Local Government Act 1995
Accounts for Payment for Month Ended 31st July 2025

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD15521.8	29/07/2025	MERCER SUPER TRUST	Superannuation contributions	M		688.01
DD15521.9	29/07/2025	HOST PLUS SUPER	Superannuation contributions	M		422.53
DD15531.1	31/07/2025	SYNERGY	Electricity usage 20/05/25-24/06/25 - Supermarket	M		99.61
DD15533.1	21/07/2025	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 98 Fixed Component - John Street Subdivision	M		18,393.44
DD15536.1	23/07/2025	WESTERN AUSTRALIAN TREASURY CORPORATION	Government Guarantee Fee - Loans 99, 104, 105 & 98	M		8,643.41
DD15453.10	01/07/2025	AMP SUPER FUND	Superannuation contributions	M		335.62
DD15508.10	15/07/2025	AMP SUPER FUND	Superannuation contributions	M		344.01
DD15521.10	29/07/2025	AMP SUPER FUND	Superannuation contributions	M		350.74
TOTAL						987,897.33



Statement for

NAB Low Rate Business Card

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001

Tel 13 10 12 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &

AEDT Saturday and Sunday

Fax 1300 363 658

Lost & Stolen cards: 1800 033 103 (24 hours within Australia only)



#43982

SHIRE OF PERENJORI

PO BOX 22

PERENJORI WA 6620

Statement Period

28 June 2025 to 29 July 2025

Company Account No:

4336 8799 1062 5536

Facility Limit:

\$22,000

Your Account Summary

Balance from previous statement	\$3,549.28 DR
Payments and other credits	\$3,549.28 CR
Purchases, cash advances and other debits	\$4,431.07 DR
Interest and other charges	\$18.75 DR
Closing Balance	\$4,449.82 DR

Monthly payment - due by 25 August 2025	\$111.25
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Total minimum payment	\$111.25
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**YOUR DIRECT DEBIT PAYMENT OF \$4,449.82 WILL BE
CHARGED TO ACCOUNT 000086643- 0000975069649 ON
25/08/2025 AS PER OUR AGREEMENT.**

see reverse for transaction details

Transaction record for: Billing account

Date	Amount A\$	Details	Reference
30 Jun 2025	\$0.19	NAB INTNL TRAN FEE - (SC)	74336875181
30 Jun 2025	\$18.56	NAB INTNL TRAN FEE - (SC)	74336875181
22 Jul 2025	\$3,549.28 CR	DIRECT DEBIT PAYMENT	74336875202
Total for this Period:	\$3,530.53 CR		



NAB Telephone Banking: transfer funds by phone from your nominated NAB accounts to your NAB Low Rate Business Card account. Phone 13 10 12, between 7am and 9pm AEST, Monday to Friday, 8am and 6pm AEST, Saturday and Sunday



NAB Internet Banking: transfer funds from your NAB cheque or savings account to your NAB Low Rate Business Card account using NAB Internet Banking at nab.com.au



NAB ATM: Transfer funds from your linked NAB accounts to your NAB Credit Card account. You must have a Personal Identification Number (PIN)



Biller Code: 1008. Ref: Select the card number you are making the payment to. Contact your participating bank, credit union or building society to make this payment from your cheque or savings account. BPAY payments may be delayed until the next banking business day, due to processing cut-off times. Maximum BPAY payment amount is AU \$100,000 per payment.

Cardholder summary

If you have recently switched to a new product or had a Lost/Stolen replacement of your card, your cardholder summary may not reconcile with the account balance. The closing balance in “Your Account Summary” section of this statement reflects your correct balance and amount payable. Please login to your Internet Banking or NAB Connect account to review your most up to date transaction listing.

Cardholder account	Cardholder name	Credit limit	Payments and other credits (A)	Purchases and cash advances (B)	Interest and other charges (C)	Net Totals (B + C - A)
4336-8757-3662-2053	MR PAUL GREGORY ANDE	\$15,000	\$0.00	\$2,403.23	\$0.00	\$2,403.23
4336-8757-3662-2061	MS NOLA LEANNE COMER	\$5,000	\$0.00	\$1,957.71	\$0.00	\$1,957.71
4336-8757-3662-3853	RICHARD LAWRENCE RYA	\$2,000	\$0.00	\$70.13	\$0.00	\$70.13
4336-8799-1062-5536	BILLING ACCOUNT	\$0	\$3,549.28 CR	\$0.00	\$18.75 DR	\$3,530.53 CR
			\$3,549.28 CR	\$4,431.07 DR	\$18.75 DR	\$900.54 DR

Transaction type

Purchase

Annual percentage rate

13.250%

Daily percentage rate

0.03630%



CHANGES TO THE CREDIT CARD TERMS AND CONDITIONS (T&CS).
AS OF 1 OCTOBER 2025, NAB WILL BE INTRODUCING A 'POSITIVE
BALANCE LIMIT' - IF YOUR CREDIT CARD HAS A POSITIVE BALANCE
EXCEEDING \$50,000 YOU WILL NEED TO TRANSFER THE EXCESS
AMOUNT TO A TRANSACTION/SAVINGS ACCOUNT. VIEW THE
UPDATED T&CS AT NAB.COM.AU/BUSINESSCARDCHANGES



Statement for
NAB Low Rate Business Card
NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001
Tel 13 10 12 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST & AEDT Saturday and Sunday
Fax 1300 363 658
Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

Cardholder Details

Cardholder Name: MR PAUL GREGORY ANDERSON
Account No: 4336 8757 3662 2053
Statement Period: 28 June 2025 to 29 July 2025
Cardholder Limit: \$15,000

Transaction record for: MR PAUL GREGORY ANDERSON

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
30 Jun 2025	\$618.80	BKG*HOTEL AT BOOKING.C (888)850-3958					74143615179
2 Jul 2025	\$29.45	SHIRE OF PERENJORI PERENJORI					01549236025
3 Jul 2025	\$29.45	SHIRE OF PERENJORI PERENJORI					00914008934
4 Jul 2025	\$90.00	Garmin Eastern Creek					74071915183
11 Jul 2025	\$786.50	COERCO PTY LTD MALAGA					74940525190
15 Jul 2025	\$52.10	SHIRE OF PERENJORI PERENJORI					00848218360
22 Jul 2025	\$24.23	CPP ROE STREET NORTHBRIDGE					24324405201
24 Jul 2025	\$38.80	SHIRE OF PERENJORI PERENJORI					01541233587
24 Jul 2025	\$603.90	GOUGH TRANSPORT SOLUTIONSMALAGA					74466025204
28 Jul 2025	\$130.00	SP WA NATURALLY KENSINGTON					74201335206
Total for this period	\$2,403.23		Totals				

Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature: _____ Date: _____



Statement for
NAB Low Rate Business Card
NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001
Tel 13 10 12 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &
AEDT Saturday and Sunday
Fax 1300 363 658
Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

Cardholder Details

Cardholder Name: MS NOLA LEANNE COMERFORD
Account No: 4336 8757 3662 2061
Statement Period: 28 June 2025 to 29 July 2025
Cardholder Limit: \$5,000

Transaction record for: MS NOLA LEANNE COMERFORD

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
30 Jun 2025	\$6.27	FACEBK *3YDV7R8362 fb.me/ads					74987505180
30 Jun 2025	\$967.95	THE CHRISTMAS WARE KINGS PARK					01732485252
30 Jun 2025	\$330.00	ELLIEMORRISPHOTOG PERENJORI					74201335178
11 Jul 2025	\$164.99	Canva* 04572-33723234 Sydney					74071915190
22 Jul 2025	\$417.00	STARLINK INTERNET Sydney					74773885201
29 Jul 2025	\$71.50	BP MUCHEA 9964 MUCHEA					01146202824
Total for this period	\$1,957.71	Totals					

Employee declaration		
I verify that the above charges are a true and correct record in accordance with company policy	Cardholder signature: _____	Date: _____

0082774 210/4336879910625536 / E-4043 S-6683 I-13365



Statement for
NAB Low Rate Business Card
NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001
Tel 13 10 12 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST & AEDT Saturday and Sunday
Fax 1300 363 658
Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

Cardholder Details

Cardholder Name: RICHARD LAWRENCE RYAN
Account No: 4336 8757 3662 3853
Statement Period: 28 June 2025 to 29 July 2025
Cardholder Limit: \$2,000

Transaction record for: RICHARD LAWRENCE RYAN

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
7 Jul 2025	\$23.00	SQ *DAPHNE'S TIMELESS TREPerenjori					74064145185
11 Jul 2025	\$12.75	MONYASH INVESTMENTS MORAWA					74940525190
23 Jul 2025	\$12.50	BP BALDIVIS SB 7374 BALDIVIS					01345013270
28 Jul 2025	\$21.88	LIBERTY CATABY CATABY					01243289326
Total for this period	\$70.13		Totals				

Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy
Cardholder signature: _____ Date: _____

Shire of Perenjori
CREDIT CARD SUMMARY ONLY
NATIONAL AUSTRALIA BANK

Corporate Mastercard - 28 June 2025 to 29 July 2025 - Paul Anderson - CEO

DATE	DESCRIPTION	ACCOUNT DESCRIPTION	PERSON CONTACTING SELLER	AMOUNT
30/06/2025	BKG Hotel at Booking.com	Doubletree by Hilton Northbridge - WALGA LG Award Night - CEO & MIS	EA	\$ 618.80
2/07/2025	Shire of Perenjori	Temporary movement permit - PJ1515	CSO	\$ 29.45
3/07/2025	Shire of Perenjori	Temporary movement permit - 1516PJ	CSO	\$ 29.45
4/07/2025	Garmin	Monthly GPS with SOS Capability for Graders - Lone worker Safety	MIS	\$ 90.00
11/07/2025	Coerco Pty Ltd	ATU Training Course & service kit - Depot	BMO	\$ 786.50
15/07/2025	Shire of Perenjori	Remake plates - PJ1512	CSO	\$ 52.10
22/07/2025	CPP Roe Street	Parking - 1PJ for LG Awards Dinner - Paul Anderson	CEO	\$ 24.23
24/07/2025	Shire of Perenjori	Swap plates PJ1512 to 1UAR277	CSO	\$ 38.80
24/07/2025	Gough Transport Solutions	Hydraulic agi cylinder - PJ1568	CSO	\$ 603.90
28/07/2025	SP WA Naturally	All Parks Pass - Farwell gift from Terra Mining for Paul Anderson	EA	\$ 130.00
CEO Corporate Credit Card Purchases for 28 June 2025 to 29 July 2025				\$ 2,403.23

Corporate Mastercard - 28 June 2025 to 29 July 2025 - Nola Comerford - MCCA

DATE	DESCRIPTION	ACCOUNT DESCRIPTION	PERSON CONTACTING SELLER	AMOUNT
30/06/2025	Facebook	Advertisement Boost	MCCA	\$ 6.27
30/06/2025	The Christmas Warehouse	Christmas decorations	MCCA	\$ 967.95
30/06/2025	Ellie Morris Photography	Photographic print - Farewell present for Paul Anderson	MCCA	\$ 330.00
11/07/2025	Canva	Annual subscription for advertising	MCCA	\$ 164.99
22/07/2025	Starlink	Internet for C/Park, 2 & 4 John St	FO	\$ 417.00
29/07/2025	BP Muchea	Fuel - 2PJ	MCCA	\$ 71.50
MCCA Corporate Credit Card Purchases for 28 June 2025 to 29 July 2025				\$ 1,957.71

Corporate Mastercard - 28 June 2025 to 29 July 2025 - Richard Ryan - CESM

DATE	DESCRIPTION	ACCOUNT DESCRIPTION	PERSON CONTACTING SELLER	AMOUNT
7/07/2025	Daphne's Timeless Treats	Lunch	CESM	\$ 23.00
11/07/2025	Monyash Investments Morawa	Lunch	CESM	\$ 12.75
23/07/2025	BP Baldivis	Breakfast	CESM	\$ 12.50
28/07/2025	Liberty Cataby	Breakfast	CESM	\$ 21.88
CESM Corporate Credit Card Purchases for 28 June 2025 to 29 July 2025				\$ 70.13

Total Payments of Corporate Credit Card	\$ 4,431.07
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Interest & Other Charges	\$ 18.75
Grand Total	\$ 4,449.82

14. Governance:

14.1 POLICY NO. 1029 PRIVACY AND RESPONSIBLE INFORMATION SHARING

Applicant:	Shire of Perenjori
File:	ADM 0082
Date:	28 August 2025
Disclosure of Interest:	
Voting Requirements:	Simple Majority
Author:	Nola Comerford – Manager Corporate and Community Services
Responsible Officer:	Clinton Strugnell – Chief Executive Officer
Attachments:	13.1.1 Draft Policy No. 1029 – Privacy and Responsible Information Sharing

Summary

For Council to consider adoption of a Privacy and Responsible Information Sharing Policy.

Background

On 6 December 2024, the Privacy and Responsible Information Sharing Act 2024 (PRIS Act) received Royal Assent, establishing a framework for protecting personal information and promoting responsible information sharing among public entities in Western Australia. The Act introduces privacy obligations and responsible information sharing principles that apply to public entities, including local government authorities and their contracted service providers.

The intent of this policy is to ensure the Shire complies with the PRIS Act by providing clear guidelines for managing personal and sensitive information. It aims to protect individuals' privacy, promote responsible information sharing, and ensure transparency in data-handling practices, in line with PRIS Information Privacy Principle 5: Openness and Transparency.

This policy reflects the Shire's commitment to upholding privacy obligations and reassuring individuals of its dedication to safeguarding sensitive information while fostering trust with the community and stakeholders.

Statutory Environment

Privacy and Responsible Information Sharing Act 2024 of Western Australia

Policy Implications

The recommendation proposes a new policy.

Consultation

Clinton Strugnell – Chief Executive Officer

Bianca Plug – Governance Officer

Financial Implications

Nil

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.6. The organisation, assets and finances of the Shire are managed responsibly.

Officer Comment

The Privacy and Responsible Information Sharing Council Policy has been developed in line with Key Action 8 of the PRIS Readiness Checklist (Develop and publish a Privacy Policy).

In doing so, the policy provides the framework for enhancing privacy protection of personal information and clarifies how the Shire, along with broader Western Australian Government departments, collects, stores, uses, and discloses personal information. This also ensures that the Shire fulfils its obligations under the PRIS Act, promoting transparency, accountability, and responsible data management practices.

OFFICER RECOMMENDATION

Council Resolution Number:

Moved:

Seconded:

That Council, in accordance with the *Privacy and Responsible Information Sharing Act 2024*, adopt the Privacy and Responsible Information Sharing Policy as attached.

Motion put and carried / lost

For:

Against:

1029 – Privacy and Responsible Information Sharing

Adopted:

Next Review:

March 2026

Prev Policy Number/s:

Nil

Purpose

To provide clear guidelines for the responsible management of data, ensuring the Shire of Perenjori (Shire) handles personal information lawfully and ethically. It aligns with privacy laws and supports public administration while protecting individual privacy. The policy also outlines how information is collected, stored, and managed, as well as providing guidance for responding to and preventing breaches, supporting responsible information sharing to enhance services and community outcomes.

Scope

This policy applies to all Council members, employees, external partners, contracted service providers, and volunteers who have access to, and are responsible, for the management of information on behalf of the Shire.

Definitions

Term	Meaning
Personal Information	<p>Refers to both Personal Information and Sensitive Information as defined below:</p> <p><i>Personal Information:</i> Any information or opinion about an identifiable individual, regardless of its truth or format.</p> <p><i>Sensitive Information:</i> A subset of Personal Information, including details about an individual's:</p> <ul style="list-style-type: none">(a) Racial or ethnic origin(b) Political opinions or affiliations(c) Religious or philosophical beliefs(d) Membership in associations or unions(e) Sexual orientation or practices(f) Criminal record(g) Health, genetic, or biometric information (e.g., biometric templates or data used for verification).
Cookies	<p>A small data file stored on a device's browser. Its purpose is to help a website keep track of the user's visits and activity.</p>

Unique Identifiers	<p>Numbers, codes, or data used to identify and track an individual, entity, or object within a system, such as:</p> <ul style="list-style-type: none"> • Personal Identifiers (Tax File Number, Driver's License Number, Passport Number); • Digital Identifiers (IP Address, MAC Address) • Organisational Identifiers (Employee ID, Customer ID) • Object and Asset Identifiers (Barcode, QR Code, VIN (Vehicle Identification Number) • Health Identifiers (Medicare Number, Health Record Number)
Automated Decision-Making	The process where systems or algorithms make decisions based on data and predefined criteria, without human involvement, often used to improve efficiency and service delivery.
De-identification	The process of removing personal details or replacing them with alpha-numerical codes, allowing data to be used for analysis while protecting privacy.

Policy Statement

Information and Data Collection

The Shire collects information to deliver services and meet operational needs, including:

- Contact details (name, email, phone, addresses)
- Physical details (signature, image, voice)
- Identification details (birth certificates, passports, Medicare and concession information)
- Electronic details (bank information, TFNs, police clearance and workplace medicals)
- Vehicle and licensing data (as an agent of Department of Transport)

Information is gathered in different formats when engaging with the Shire for business purposes, including:

- Information provided in forms, applications, surveys and feedback channels
- Data on customer interactions with the Shire's website and online services
- Audio and visual content including phone calls, voicemails, CCTV, recorded meetings and transcripts

Information is only collected when necessary, with legal justification. The Shire notifies individuals when providing information is voluntary, and withholding non-essential data does not affect service access.

System-generated Information

The Shire's website uses cookies to collect anonymous traffic data to improve user experience. By using the website, individuals consent to receiving electronic messages at their provided contact address.

The Shire may review collected data and statistics to assess server activity, access to individual

pages, and applications, with the aim of improving the delivery of information to its visitors. No effort is made to identify users or trace their online behaviour, except in the rare case of an investigation or to address issues related to a security breach or inappropriate activity.

The Shire's website may also include links to external sites that may be owned and controlled by third parties. Links to these sites do not indicate affiliation or endorsement by the Shire. Accessing third-party sites may be subject to terms and conditions that differ from those of the Shire, and using these links is at each individual user's own risk.

Information collected when interacting with the Shire-managed social media accounts, may be used to compile statistics that help focus communications. Users should be aware that these platforms handle personal information according to their own privacy policies, and are encouraged to familiarise themselves with these policies.

Use and Disclosure

The Shire uses personal information exclusively for the purpose it was collected, or for purposes that can be lawfully anticipated, including:

- Managing assessment records (rates) and other local government documentation
- Providing and sharing information about the Shire's current and future services and facilities
- Overseeing processes such as approval submissions, animal registration, financial administration, land use evaluations, and compliance with local laws and regulations.

The Shire may disclose customer and stakeholder information to third parties under specific circumstances including legal requirements, consent, or public interest. Disclosure may occur for law enforcement, research, service improvement, or to fulfil the intended purpose of the information. Information may also be shared to prevent serious threats to individuals or public safety, address family violence, or comply with child protection obligations.

The Shire takes reasonable steps to ensure that any third party receiving personal information adheres to privacy and confidentiality requirements.

The Shire uses personal information in automated decision-making to improve services, operations, or provide targeted content within the community, ensuring these processes are transparent, fair, and compliant with legal requirements.

Unique Identifiers

The Shire manages unique identifiers securely and only collects them when necessary to perform its functions or meet legal requirements with access limited to authorised personnel.

When the Shire generates unique identifiers, it uses them exclusively for internal purposes and ensures they are neither shared nor applied beyond the systems where they are created.

When identifiers are no longer required, the Shire de-identifies personal information by removing or replacing details with codes or general data. This ensures privacy while allowing the data to be used for analysis or other purposes.

Data Storage and Protection

The Shire is committed to securely storing and protecting personal information, ensuring it is accessed only for approved purposes. The Shire actively works to safeguard against misuse, loss, unauthorised access, and disclosure, with storage and protection methods complying with the WA State Records Act 2000 and relevant standards.

When personal information is no longer needed, the Shire takes appropriate steps to securely destroy or de-identify it, unless required by law to retain it. Personal information is kept only as long as necessary to fulfil its purpose and legal requirements, after which it is securely destroyed or anonymised.

If personal information is transferred or stored outside Australia, the Shire ensures it is protected using secure methods such as encryption and compliance with relevant data protection laws. Any third parties involved are also required to adhere to strict privacy standards to safeguard the information and prevent unauthorised access.

Safeguarding Transactions

Security measures employed by the Shire include encryption, multi-factor authentication, and risk assessments, put in place to protect information.

Council Policy – Privacy and Responsible Information Sharing Page 4 of 4 The Shire website may contain links to third-party websites which are outside of the Shire's control and are therefore not covered by these conditions. The Shire accepts no responsibility for the security, content accuracy, or privacy practices of external sites.

Whilst the Shire takes all reasonable steps to protect details held, as with all information transmitted over the internet, complete security is not guaranteed.

Accessing Personal Information

To manage access to personal information, the Shire implements strict controls, ensuring only authorised personnel can view or handle the data. Access is granted based on roles and responsibilities, with regular reviews to ensure compliance with privacy policies. Security measures such as encryption and secure login protocols are also in place to protect personal information.

The Shire, in line with Australian privacy law, allows individuals to request amendments to their personal information if it is deemed inaccurate, outdated, incomplete, irrelevant, or misleading. This includes updating superseded details or rectifying inaccuracies, deficiencies, or false information. Individuals can also request annotations to clarify or challenge their records.

All requests are to be submitted in writing and may require formal identification before changes are made. Requests and applications can be directed to the Freedom of Information Officer (FOI):

- By email: reception@perenjori.wa.gov.au
- By post: PO Box 22, Perenjori WA 6620
- In person: 56 Fowler St, Perenjori WA 6620

Further information can be obtained from the Shire's Freedom of Information Statement.

Complaints and Breaches

The Shire addresses complaints promptly, following established procedures to resolve them, and ensures privacy law compliance if personal information is involved. The designated FOI Officer

manages and records complaints, committed to responding promptly once all necessary information is received. Any unavoidable delays should be communicated to the complainant.

The Chief Executive Officer oversees compliance with privacy obligations and ensures the Shire meets statutory requirements, reinforcing the commitment to privacy protection and transparent responses.

The Shire acts swiftly to minimise harm and protect affected individuals during a data breach, notifying them immediately and investigating the cause. The Shire strengthens data protection measures and ensures compliance with relevant laws to prevent future breaches.

A privacy interference may lead to a notifiable breach, including unauthorised access, disclosure, or loss of information. Individuals can escalate concerns to the Information Commissioner of Western Australia, who assists in submitting privacy complaints.

15. **Confidential Reports:**

16. **Ordering the Common Seal:**

17. **Reports of Committees and Members:**

18. **Motions of Which Previous Notice Has Been Given:**

19. **Notice of Motions:**

20. **New Business of an Urgent Nature Admitted by Council:**

21. **Closure of Meeting:**

The Shire President to declare the meeting closed.

22. **Next Meeting:**

The Shire President to advise that the next Ordinary Meeting of Council will be held on Thursday, 25 September 2025 in the Shire of Perenjori Council Chambers, 56 Fowler St, Perenjori WA 6620, commencing at 3.00 pm.